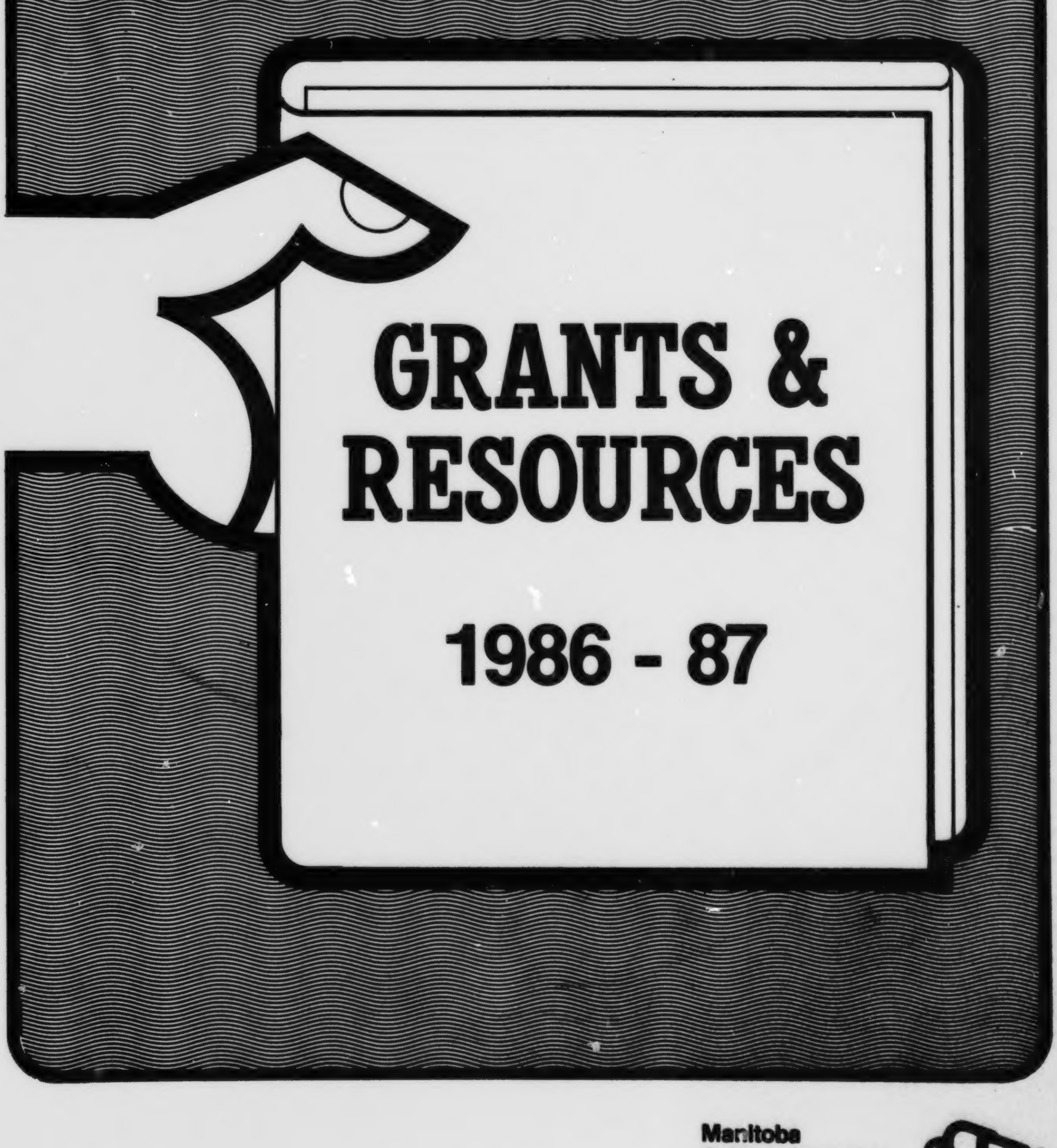


GRANTS & RESOURCES

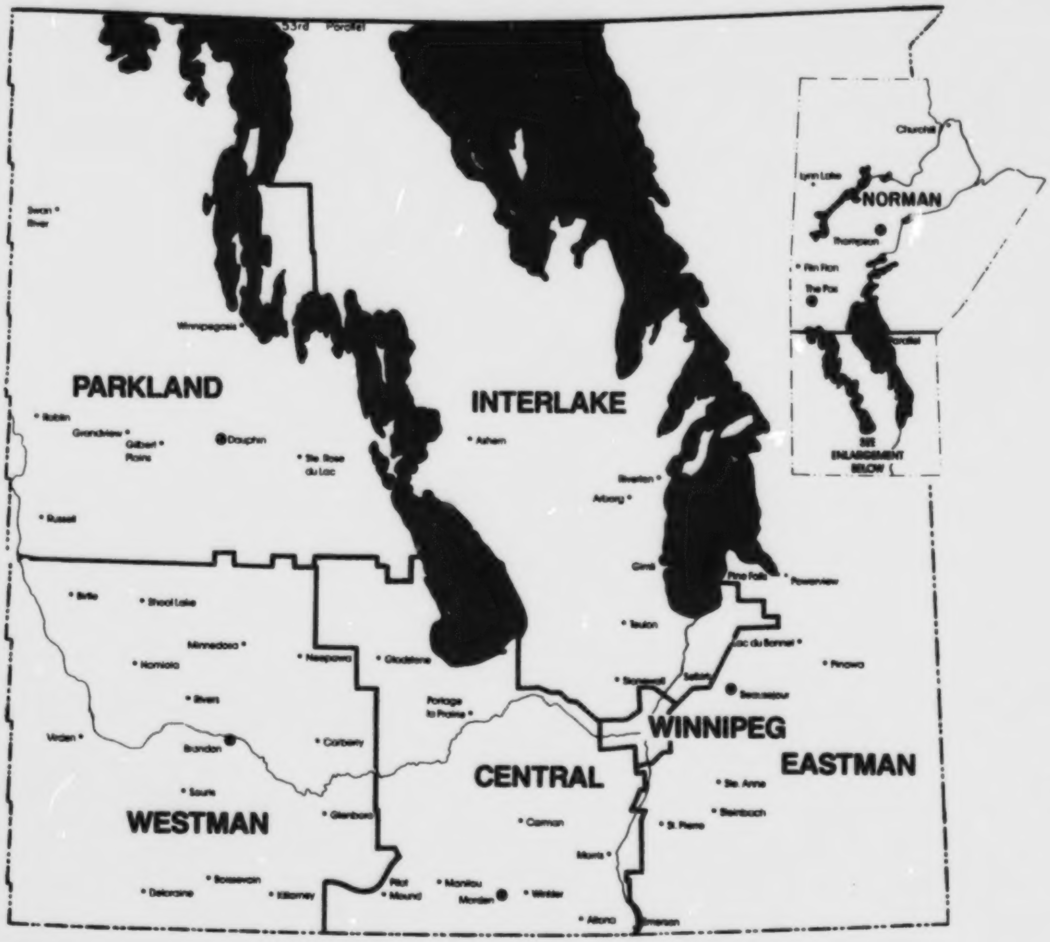
1986 - 87

MG12241

Manitoba
Culture, Heritage
and Recreation
Recreation

87-00915/

Manitoba Culture, Heritage and Recreation—Regional Services Division.


53rd Parallel
Swan River
Winnipegosis
PARKLAND
INTERLAKE
Roblin
Grandview
Gilbert Plains
Dauphin
Ste. Rose du Lac
Ashern
Riverton
Arborg
Russell
Gimli
Pine Falls
Powerview
Birtle
Shoal Lake
Teulon
Minnedosa
Lac du Bonnet
Neepawa
Gladstone
Pinawa
Stonewall
Selkirk
Beausejour
Portage la Prairie
WINNIPEG
Virden
Brandon
Carberry
CENTRAL
EASTMAN
Souris
Ste. Anne
Steinbach
WESTMAN
Glenboro
Carman
St. Pierre
Morris
Boissevain
Deloraine
Killarney
Pilot Mound
Manitou
Morden
Winkler
Altona
Emerson
Churchill
Lynn Lake
NORMAN
Thompson
Flin Flon
The Pas
Parallel
SEE ENLARGEMENT BELOW

Regional Offices

Westman
Room 116
340-9th Street
Brandon, Manitoba
R7A 6C2
Phone: 728-7000

Eastman
Box 50
Beausejour, Manitoba
R0E 0C0
Phone: 268-1411

Central
Box 1750
Morden, Manitoba
R0G 1J0
Phone: 822-5418

Interlake
Box 1519
Gimli, Manitoba
R0C 1B0
Phone: 642-5155

Parkland
27-2nd Avenue S.W.
Dauphin, Manitoba
R7N 3E5
Phone: 638-9111

Norman
Thompson Office
59 Elizabeth Drive
Thompson, Manitoba
R8N 1X4
Phone: 778-4411

The Pas Office
Box 2550
The Pas, Manitoba
R9A 1M4
Phone: 623-6411

Flin Flon Office
204-143 Main St.
Flin Flon, Manitoba
R8A 1K4
Phone: 687-3928

Winnipeg
Historic Resources
Branch
3rd Floor
177 Lombard
Winnipeg, Manitoba
R3B 0W5
Phone: 945-4818

I am very pleased to present the 1986/87 edition of the Grants and Resources Manual for the Recreation Branch of Manitoba Culture, Heritage and Recreation.

The tremendous contributions of volunteers and community organizations serve to enhance the quality of life for all Manitobans.

To assist you in your efforts, this manual lists current information on grant sources and relevant criteria for funding support. Additional information, clarification and consultation is also available from my regional staff throughout the province.

I wish to thank all those who have assisted in providing information for this manual.

Good luck to each of you and best wishes for continued success in all your future endeavours.

Yours sincerely,

Judy Wasylycia-Leis

Judy Wasylycia-Leis
Minister

INTRODUCTION

In 1983, Manitoba Culture, Heritage and Recreation produced a Grants and Resources Manual that contained basic information about grants and resources available to voluntary organizations and communities throughout Manitoba. The manual received an over-whelming response from the communities. Due to many requests during 1983, 1984 and 1985, Manitoba Culture, Heritage and Recreation decided to update the information once again.

The information for the manual was gathered in September and October, 1986. I caution you to consider the following:

1. You should contact the respective government department or agency for details on the criteria before you prepare your submission.
2. You should be aware that changes occur in the criteria and conditions in several of these grant programs annually at different time periods during the year. The information included in this manual is correct as provided from the sources in September and October, 1986. Please contact the source for an update.

I hope that this manual will prove to be useful to you in your quest for financial and human resources. Good luck in your endeavors.

TABLE OF CONTENTS

Page

GRANT/FUNDRAISING INFORMATION ... i

PROVINCIAL GOVERNMENT

Manitoba Culture, Heritage and Recreation

Archives Capital Facilities Grant ... 1
Bus Concert Series ... 3
Community Commemorative Plaque Grants ... 5
Community Cultural Council ... 6
Community Museums ... 8
Coordination Assistance ... 10
Equipment Grant for Remote Communities ... 12
Ethnocultural Heritage Support ... 13
Grants for Provincial Recreation Organizations ... 16
Linguistic Support ... 18
Municipality - Designated Heritage Building Grant ... 19
Oral History ... 21
Provincially-Designated Heritage Building Grant ... 23
Public Events Sponsorship ... 25
Recreation District Grants ... 29
Rural Library Capital Grants ... 30
Rural Library Establishment Grants ... 33
Rural Library Operating Grants ... 35
Rural Library Registration Assistance ... 37
Rural Library Staff Travel Support ... 38
Regional Services ... 39
Skills Transfer ... 40
List of Regional Offices ... 42

Manitoba Business Development and Tourism

Programs

Introduction

Administration, Strategic Research, Planning Evaluation & Public Information ... 45
Industry Productivity Enhancement ... 46
Marketing Expansion ... 47
Rural Attractions ... 48
Tourism Events ... 49
Tourism Resources, Attractions and Facilities ... 50
Winnipeg Attractions ... 51

Page

Manitoba Community Services

Program

Vocational Rehabilitation Service for the Disabled in Manitoba 52

Manitoba Education

Programs

Grant for Evening Schools (Cities) 55
Grant for Evening Schools (Rural) 56
New Initiatives Projects in Adult and Continuing Education 57

Manitoba Employment Services and Economic Security

Programs

Job Training for Tomorrow 59
Manitoba Careerstart '86 62
Northern Youth Corps 64
Student Temporary Employment Program 66
Listing of Regional Services Offices 68

Manitoba Energy and Mines

Programs

Business/Community CHEC Loan Program 69

Manitoba Health - Sport Directorate

Programs

Coaches and Officials Clinics 70
Funding to Provincial Sport Associations 71
Regional Sport Association Package 72

Manitoba Highways and Transportation

Programs

Transportation of the Mobility Disadvantaged in Rural Manitoba 73

Page

Manitoba Municipal Affairs

Programs

Centennial Grants 74

Manitoba Natural Resources

Programs

Control of Dutch Elm Disease 75

FEDERAL GOVERNMENT

Canada Council

Program

Explorations 76

Department of Communications

Program

Cultural Initiatives 78

Employment and Immigration Canada

Programs

Community Futures 82
Innovations 83
Job Development 84
Job Entry - Re-Entry for Young People 85
Job Entry - Re-Entry for Women 87
Skills Investment 89
Skills Shortage 90
Listing of Canada Employment Centres 91

Energy, Mines and Resources Canada

Program

Enerdemo 92

Page

Health and Welfare Canada

Programs

Health Promotion Contribution 95
New Horizons 96

Secretary of State

Programs

Introduction 98
Aboriginal Women's Program 99
Canada Day 100
Disabled Persons Participation Program 101
Human Rights Program 102
Multiculturalism - Heritage Enhancement 103
Multiculturalism - Integration 104
Multiculturalism - Societal Adaptation 105
Multiculturalism - Supplementary School Assistance 106
Native Friendship Centre 107
Native Social and Cultural Development 108
Official Languages Communities 109
Open House Canada 110
Promotion of Official Languages 111
Voluntary Action Program 112
Women's Programs 113

Manitoba Lottery Umbrella Organizations

Manitoba Arts Council

Programs

Access 114
Artists in Schools 117
Artists in Schools/Communities 118
Artventure "A" 119
Artventure "B" 121
Exhibition Assistance 123
Gaming Fund Commission 124
Public Readings by Manitoba Writers 126

Manitoba Community Services Council

Program

Manitoba Community Services Council Grant 128

Page

Manitoba Heritage Federation

Program

Manitoba Heritage Federation 129

Manitoba Intercultural Council

Program

Ethnocultural Community Support Fund 130

Manitoba Athletic Therapy Association

Program

Athletic Therapy Levels Program 134
Special Events Vehicle 136

Manitoba Habitat Heritage Corporation

Program

Manitoba Habitat Heritage Program 137

Canadian Centre for Philanthropy

Program

Canadian Centre for Philanthropy (Manitoba) 139

Canadian Fitness and Lifestyle Research Institute

Program

Research Contribution Program 140

Foundations

Program

Murphy Foundation Incorporated 142

Page

Service Clubs 143

1986 Silverwood Clip for Cash Program 144

Teleglobe Canada

Program

Donations Committee 146

University of Manitoba

Program

Field Placement 147

Wildlife Habitat Canada

Program

Wildlife Habitat Canada 148

Referral Form

Referral form: Manitoba Culture, Heritage and Recreation plans to update and reprint this manual next year. If you are aware of other sources of funds and resources, please contact the Department by filling out and mailing in the form on the last page of this manual. We would greatly appreciate your assistance.

GRANTS AND FUNDRAISING

This introductory section offers some areas for consideration on grants and fundraising. It defines some grant terminology and outlines considerations for the grant seeker. The components and detailed preparation format of a grant proposal are outlined. Information on incorporation and registration for charitable status is presented. Lastly the rationale of fund granting is given from the perspective of both the private and public sector.

We hope some of these ideas are valuable to you and your organization for long and short-term planning and strategy in fundraising.

Grant Terminology:

BUDGET: An itemized list of expenditures and income estimates to carry out the proposed project. It includes direct and indirect costs, matching contributions as well as anticipated sources of revenue.

DIRECT COSTS: Expenses directly associated with carrying out the specific project. It can include such things as salaries and benefits for staff hired for the project, travel, equipment, supplies, telephone, postage and print costs.

INDIRECT COSTS: Costs incurred that are not readily identifiable as direct costs but necessary for the overall operation of the organization so that they can carry out the proposed project.

MATCHING: Participation in a program on a dollar for dollar basis.

IN KIND CONTRIBUTION: Dollar value of non-cash contribution such as volunteer time, equipment, supplies, rent.

Before applying for Funding MAKE SURE

1. You are clear about your organization's objectives and the types of funding required to meet them.

2. You know what projects are needed - Priorize your needs within your own organizational framework and purpose.

3. Your group can carry out the project. In some cases you may work co-operatively with another organization.

4. You have community support from key individuals, groups or institutions.

5. The project is feasible:

   a) the size is appropriate for your group to carry out
   b) if other groups are needed, they have agreed to participate
   c) the space, equipment or facilities are available
   d) the people skills are sufficient or outside professional or support personnel are available
   e) the costs reflected are current and reasonable.

Granting Considerations:

1. The project must fit the grant program guidelines and intent.
2. Categories of costs should be specified to reflect the areas that funding can cover. In some cases, only actual costs are allowed. In all cases, keep accurate records of expenditures and receipts.
3. Note the number of copies of applications required.
4. Application deadlines and decision notices should be noted.
5. Payment procedures, time frames and partial payment should be taken into consideration. Evaluation reports are essential to final funding in some cases.
6. Copyrights and credit lines. Make sure you know if credit is due to the sponsoring organization. Check where copyright of material is necessary and possible responsibilities that entails.
7. If rejected, try other funding sources.

ACKNOWLEDGEMENTS

This manual was prepared by Bernie Seier under contract to Manitoba Culture, Heritage and Recreation. Bernie has worked with numerous volunteer organizations, is a trainer for Volunteer Board Development program, and has designed modules in fundraising/grantsmanship. She currently serves as volunteer secretary and Board member of Manitoba Parks and Recreation Association and will complete a Bachelor of Recreation Studies at the University of Manitoba in April 1987.

THE COMPONENTS OF A GRANT PROPOSAL ARE:

	SUMMARY	clearly and concisely summarizes the request
I.	INTRODUCTION	describes the agency's qualifications or "credibility"
II.	PROBLEM STATEMENT OR NEEDS ASSESSMENT	documents the needs to be met or problems to be solved by the proposed funding
III.	OBJECTIVES	establishes the benefits of the funding in measurable terms
IV.	METHODS	describes the activities to be employed to achieve the desired results
V.	EVALUATION	presents a plan for determining the degree to which objectives are met and methods are followed
VI.	FUTURE OR OTHER NECESSARY FUNDING	describes a plan for continuation beyond the grant period and/or the availability of other resources necessary to implement the grant
VII.	BUDGET	clearly delineates costs to be met by the funding source and those to be provided by the applicant or other parties

PREPARING A FUNDING PROPOSAL

1. IDENTIFY YOUR ORGANIZATION

- Name
- How many people belong
- When it was established
- Where it is located
- Purpose

2. HOW IS YOUR ORGANIZATION OPERATED?

- Is it a registered charity? What is its number?
- Is it incorporated? What is its number?
- Who is eligible for membership?
- What is the procedure for becoming a member?
- Is the organization democratically run? Are elections held annually?
- List any groups affiliated with your organization.

3. HOW ARE RESPONSIBILITIES DISTRIBUTED WITHIN THE ORGANIZATION?

- List the names and titles of the executive in your organization.
- Explain the responsibilities of each member of the executive.
- Provide the name, title, address and telephone number of the person in charge of the project to whom all correspondence is to be directed.
- List the names of people in your organization who will take on the major responsibilities of the project and explain these responsibilities.

4. WHAT DOES YOUR PROJECT EXPECT TO DO?

- Outline of the project and what it hopes to accomplish.
- Explain your objectives in concrete rather than general terms.
- Explain your approach and support the methods you will use to reach your objectives.
- Provide a method for evaluating the project's progress. State the objectives in such a way so observers will know if you have accomplished what you set out to do.
- Include a photograph of the people involved, an event or an architectural sketch of the building, etc., you wish to construct.
- Will the scope be in the local community, provincial or national?

5. STATE WHY YOUR PROJECT SHOULD PROCEED

- Is there a need or demand for your type of project? Explain how it meets the need.
- Give the characteristics of the people your project would serve.
- Does the project avoid duplication of similar projects (efforts) being conducted by other organizations?
- Give the qualifications and experience of key people involved with the project.
- Name projects you have completed in the past, and include whether they were successful.

6. STATE WHAT RESOURCES YOU WOULD USE OUTSIDE OF YOUR ORGANIZATION

- Name informed persons, independent of the organization, who may be consulted on this project as references.
- List other individuals or organizations supporting this or similar projects.
- Name others whose support has been requested, or who have declined to assist.
- State any previous contact with the funding body being approached including previous financial assistance.

7. WHEN WILL YOUR PROJECT OPERATE OR BE UNDERTAKEN?

- Expected duration of the project.
- Preparation and planning time.
- Provide reasonable assurances that your organization is capable of undertaking this project and that the organization will be in existence in the foreseeable future.

8. THE BUDGET

- The organization's latest (audited) financial statement.
- A detailed operating budget for the project showing how the money will be spent and the amount coming from all sources.
- Explain any specialized spending of the money.
- Explain the reason(s) for any deficits in your organization's budget and a listing of specific sources of funding to cover the deficits.
- Indicate how the necessary funds will be obtained if your program continues beyond the proposed grant period.

FUND-RAISING

1) You must believe your cause is worthwhile and sell the idea to the community.

2) You should form a separate Fund-Raising committee. The standing committee is overworked and cannot put in the required efforts to make fund-raising successful.

3) The fund-raising idea must be designed to suit the needs and abilities of your particular community or possible donors.

4) You must make long range plans. The goals and objectives and budget should span at least over several years.

5) Have enough volunteers involved so that each person only has to make a small contribution.

6) When recruiting volunteers for the fund-raising campaign, describe several jobs and give the people a choice.

7) Keep accurate records.

8) Choose a project that has a high return of money for a minimum expenditure of money and labor.

9) Combine direct and indirect fund-raising campaigns. Direct fund-raising is when you present your idea, project or program to a potential donor and give that person the opportunity to contribute to it. Indirect fund-raising is when you have activity that produces something else to sell - with the proceeds going to the cause.

10) Aim for fewer more successful events.

11) Approach people individually in person for their contribution of their time, service, money or equipment.

12) Give recognition to everyone involved. Publicize the amount raised and the members of the committee.

13) Become incorporated because incorporation is one step along the way to providing the legitimacy of your organization when it comes to fund-raising.

14) If you plan to solicit donations from the private sector you must register as a charitible organization with Revenue Canada.

INCORPORATION

Incorporating is not necessary, however, it does allow for certain legal advantages. The benefits of becoming incorporated are:

- An individual member of an incorporated organization cannot be held legally responsible for a debt or liability of the organization.
- An organization may hold title to property or hand out contracts in its own name.
- Being incorporated gives the organization a greater sense of credibility and stability.
- Incorporation may assist an organization seeking to become a registered charitable organization under the Canadian Income Tax Act.

Incorporation falls under either provincial or federal law. If an organization operates in more than one province, it should incorporate itself federally or in each province. If an organization operates in only one province, it should incorporate itself under the provincial law.

To incorporate in the Province of Manitoba, the following procedure must be followed:

STEP 1: RESERVATION OF CORPORATE NAME (valid for 90 days only)

(a) Complete legibly Corporate Name Reservation Request (Form #25), in duplicate. Note guidelines on reverse side of the form.

(b) Submit with the prescribed corporate name reservation fee of $20.00 to the above address.

If the name is available one copy of the Request and both copies of the NUANS printout will be returned to Applicant. When these are received, Step 2 may be completed.

If the name is not available, a new name must be selected and Step 1 repeated.

STEP 2: SUBMIT ARTICLES OF INCORPORATION: (within 90 days of reservation of name)

(a) Use prescribed Form 1 (2 pages) for corporation with share capital.

(b) Use prescribed Form 2 (2 pages) for corporation without share capital.

(c) Complete appropriate Articles of Incorporation legibly (handprinted or typewritten) in duplicate.

(d) Submit with Transmittal Notice in duplicate properly completed; approved Corporate Name Request; original copy of NUANS report, and appropriate prescribed fee.

FEES

(a) A corporation with share capital is $200.00
(b) A corporation without share capital is $40.00

Payable by currency, money order, or certified cheque to the Minister of Finance.

MORE INFORMATION IS AVAILABLE FROM:

Consumer and Corporate Affairs
1010 Woodsworth Building
405 Broadway Avenue
Winnipeg, Manitoba
R3C 3L6

CHARITABLE STATUS

Unless an organization is registered under the Federal Income Tax Act as a Charitable organization, their chances of obtaining large donations are very slim. Donors give large donations usually as a tax deduction and unless you are registered a Charitable organization, you are unable to give tax receipts. Organizations raising funds should become a Registered Charity for several reasons:

- The organization will be tax exampt.
- Donations given to the organization are then tax-deductible.
- It assures the donor that their donation will be used solely for charitable reasons.

In order to qualify for registration, an organization must declare that it has formed for one of the four categories of purpose:

A) the relief of poverty
B) the advancement of religion
C) the advancement of education
D) other purposes beneficial to the community

Note: More information is available from:

Revenue Canada Taxation

Here is a partial list of the reasons given most often by organizations as to why they do or do not give.

PRIVATE SECTOR

Why They Do

- your project falls within the limits of the guidelines established by the organization for funding or providing services.
- you have something to offer the potential supporters in the form of an investment, (such as advertising)
- it will improve the company's image within the community
- employees from the supporting business will be involved in the project

Why They Do Not

- not a registered charity
- not incorporated
- prefer to give to general charities such as the United Way. Many businesses fear that contributing funds to a certain cause could be interpreted as a fixed policy of support for that cause
- support was already allocated or the company did not want to be "flooded" with a number of requests to which they could not respond
- areas of support already chosen by company and they are not interested in being approached directly
- no support for individual ethnic groups for fear that showing patronage to any one group would alienate others
- application or approach not done properly

PUBLIC SECTOR

Why They Do

- worthwhile project
- project falls closely into policy as laid out by department
- have prepared a detailed application and budget
- previous events were successful
- group and activities are open to the general public
- project is local, provincial, national, or international (not solely for that group)

Why They Do Not

- group or project does not fit policies
- missing information
- late application forms
- group has difficulties within their organization
- group not incorporated
- out of funds (organization applied too late)

PROVINCIAL GOVERNMENT PROGRAMS

MANITOBA CULTURE, HERITAGE & RECREATION

PROGRAM: **ARCHIVES CAPITOL FACILITIES GRANT**

PURPOSE:

- provide assistance to non-profit, community-based archives located in Manitoba for minor facility modifications
- to offer greater protection for public and private records
- to facilitate wider public use of these records

WHO MAY APPLY: Municipal authorites, institutions and community cultural and heritage organizations.

CRITERIA: The repository (library, museum or archival building) with space devoted to holding archival materials must:

- operate from a facility receiving ongoing support and occupying stable location in Manitoba.
- be administered in the public interest by a non-profit organization
- be the official archives of the governing authority
- have a mandate for housing local public records and/or archival documents from the private sector
- have collections policy and provide acquisition, description, preservation and reference service
- have a designated individual responsible for the holdings
- offer reasonable security for its holdings
- be regularly open to the public but not necessarily on a full-time basis
- have appropriately trained staff or be willing to train staff.

LEVEL OF SUPPORT: Two categories of grant assistance are provided. A repository may be eligible under both categories at the same time.

Category A grants are intended to provide:

1. Suitable vault space to house the holdings
2. Suitable space to service and provide access to the holdings
3. Suitable exhibition space, and
4. Access for the handicapped

Up to $7500.00 for each repository in one year on a 75% Department, 25% governing authority basis.

Volunteer labor and donated materials and equipment value at fair market cost may be included in the organization's share. Up to 60% of the organization's share (15% of the expected total project cost) may be obtained from other sources.

Category B grants are intended to provide archival equipment for an existing or new area in a repository. Some equipments provided for are:

1. Conservation equipment
2. Storage equipment
3. Information handling and diffusion equipment
4. Equipment to allow access for the handicapped

$4000.00 grants per year are available under Category B with no contribution required from the governing authority.

APPLICATION DEADLINE: no application deadline

CONTACT: Your Regional office for application/information. For listing see page 42 or

Provincial Archives of Manitoba
Manitoba Archives
200 Vaughan Street
Winnipeg, Manitoba
R3C 1T5
Phone: 945-3971

PROGRAM: **BUS CONCERT SERIES**

PURPOSE: To allow community arts, cultural/heritage group or recreation commissions to cooperate in sponsoring a bus concert series for residents of rural and northern Manitoba to travel to cultural/heritage performances given by Manitoba artists/companies, which cannot be toured because of size or other special circumstances.

WHO MAY APPLY: Community-based organizations

CRITERIA: Applications must be submitted jointly by three or more non-profit community-based organizations to attend a minimum of four performances.

Priority will be given to organizations which sponsor a regular season of performing arts events at a communmity level.

A minimum of 30 people per bus to attend each performance.

Applications will not be considered for events which occured prior to the submission of the application. Organizations resident in the City of Winnipeg are not eligible for assistance.

Publicity or promotional material for activities funded under this program will include a credit line for Manitoba Culture, Heritage and Recreation.

LEVEL OF SUPPORT: Assistance determined by availability of program funds and recognition of regional levels of development.

50% of the bus transportation costs (e.g. cost to charter a bus) to a maximum of $500.00/event and up to $2000.00 for a series of 4 events or more. Receipts for bus charter costs must be included in the evaluation report within 30 days following the event.

Grants will be paid after each activity in the series.

APPLICATION DEADLINE: Applications must be completed on department forms 60 days prior to the first event in the series.

Applicants will be notified by the Department of the grant decision within 30 days of receipt of the application by the Regional office.

CONTACT: Your Regional office for information/application. See listing on p. 42.

PROGRAM: COMMUNITY COMMEMORATIVE PLAQUE GRANTS

PURPOSE: The purpose of this program is to assist community councils and organizations in the commemoration of sites, individuals and events of local significance by providing financial assistance towards the establishment of permanent commemorative markers.

WHO MAY APPLY: Application for funding under the program is open to any on-going, non-profit community organizations, association or group.

CRITERIA: Topics eligible for commemoration are to be Manitoban in scope and must be deemed historically significant at the local level by local municipal authorities. Projects involving the commemoration of such popular topics as early pioneer groups, community churches and rural schools will therefore be eligible for assistance under the program, with encouragement being given to the commemoration of such topics in an interpretive and thematic manner.

- Applicants will be required to ensure public accessibility to and long-term maintenance of the plaque or marker site.

LEVEL OF SUPPORT: Grants will be available for one-half of the cost of the manufacture and installation of a new plaque or marker up to a maximum of $500.00.

APPLICATION DEADLINE: On-going.

REMARKS:

- Applicants will be required to submit a completed general application accompanied by an endorsement from the governing body of the organization and a resolution from municipal council stating that the subject for commemoration is significant to the local area.
- Applicants will be limited to the funding of one commemorative project per year.

CONTACT: Regional Offices for applications/information. See page 42 for listing.

PROGRAM: **COMMUNITY CULTURAL COUNCILS GUIDELINES**

PURPOSE: The program provides operating and programming assistance to community arts/cultural councils. The councils run programs of broad community interest and some may operate a permanent cultural facility.

WHO MAY APPLY: Community Cultural Councils.
These councils are community-based "umbrella organizations" composed of representatives from one or more community cultural groups, and interested community members.

CRITERIA: Applicants:

a) must be located outside the City of Winnipeg;

b) should have municipal support as evidenced by letters of financial commitment which include a certification of the per capita contributions by supporting municipalities;

c) must have a Constitution and By-Laws and operate with a duly elected Board of Directors;

d) must have provided programming for a minimum of one year;

e) programming must include a variety of arts, cultural and heritage activities;

f) must be a non-profit organization;

g) membership must be open to the public;

h) programs must be open and accessible to the public.

LEVEL OF ASSISTANCE:

a) Operating Grants: in 1986-87, Community Cultural Councils are eligible to receive an operating grant based on the greater amount of

i) the 1985-86 operating grant awarded

OR

ii) matched municipal contributions to a maximum of $1.00 per capita

For Community Arts/Cultural Councils in communities falling within Norman Region boundaries and which serve a population of fewer than 5,000 people, Manitoba Culture, Heritage and Recreation will match municipal contributions on a 50/50 basis to a maximum of $1.50 per capita.

b) Community Support Incentive: Community Cultural Councils which generated one third or more of their total revenue in the immediate past fiscal year from non-government sources are eligible to apply for the Community Support Incentive, which will match eligible revenue on a 50/50 basis, to a maximum of $5,000.00.

c) The total of the Operating Grant and the Community Support Incentive in any fiscal year shall not exceed $25,000.00

CONTACT: Regional Offices for application/information. For listing see page 42.

PROGRAM: **COMMUNITY MUSEUMS**

PURPOSE:

- The intent of the program is to provide support for facilities that serve to protect and interpret Manitoba's heritage resources.
- To improve the quality of museum collections and programs throughout Manitoba.
- To facilitate the effective use of available resources through co-operation between Manitoba's museum and related institutions and organizations.

WHO MAY APPLY: Eligible, non-profit, public community museums may apply for operating funds in one of two levels.

CRITERIA: An eligible institution must:

- have a clearly defined statement of purpose which includes the primary reason for creating the museum, functions of the museum, geographical area to be served, subjects and time period to be covered.
- have been in operation for at least one year.
- be open to the public a minimum number of days per year totalling no less than a specified number of hours. (depending on level)
- have a governing authority solely responsible for its management and with clear reporting lines to the public.
- be a non-profit corporation or be a public institution operated by a municipality, historical society, library, university or Indian Band.
- hold clear ownership of a majority of items in its collection.
- have a definable site with space designated for museum purposes.
- maintain separate financial records related to the operation of the museum.

CRITERIA:

- not receive operating grants directly or indirectly under other grant programs of the Manitoba Government.
- show a reasonable level of attendance for the area and size of museum.
- agree with the Minister of Manitoba Culture, Heritage and Recreation to permit and cooperate in an annual evaluation of the museum if required by the Minister.

LEVEL OF SUPPORT:

Level 1

Up to $1,500.00 maximum, according to the formula "one dollar for every dollar raised locally" up to 50% of normal operating expenses.

Level 2

Up to $3,500.00 maximum, according to the formula "one dollar for every dollar raised locally up to a maximum of 50% of normal operating expenditures, or the maximum of $3,500.00, whichever is lesser.

The formula would be applied against figures drawn from the prior year's financial statement. The formula would be applied only after certain eligibility criteria have been met for each level.

APPLICATION DEADLINE:

Application forms will be mailed to all community museums. The applications must be submitted, completed, to your Regional Office on or before the final day of March 1st of the year for which the grant is requested.

CONTACT:

Regional Offices for applications/information. See page 42.

or

David McInnes
Historic Resources Branch
310 - 177 Lombard
Winnipeg, Manitoba
R3B 0W5
Phone: 945-0404

PROGRAM: COORDINATION ASSISTANCE

PURPOSE:

- To provide development assistance to Manitoba non-profit community-based organizations for cooperative planning activities which will encourage groups and communities to program on a coordinated basis.
- To encourage community groups to coordinate their planning and programming activities.
- To foster the development of regional perspectives and identities.
- To promote the formation of organizations which will serve a broad base of the population in areas presently without such service.

WHO MAY APPLY: Rural and Northern Manitoba non-profit community-based organizations.

CRITERIA:

- Three or more non-profit community-based arts, cultural or heritage organizations from different communities are eligible to apply jointly for assistance towards the cost of:

  regional and inter-regional meetings;
  regional and inter-regional conferences;
  assistance for the coordination of special projects.

- Applications will not be considered for events which occurred prior to the submission of the application.

LEVEL OF ASSISTANCE:

- The level of assistance provided will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.
- The maximum assistance provided cannot exceed 50% of the total eligible costs of a project or activity.

APPLICATION DEADLINE: Applications must be submitted a minimum of 60 days prior to the project date.

REMARKS:

- Under normal circumstances applicants will be notified of their grant decision 30 days after receipt of the application.
- Generally, grants will be paid after the activity takes place.

CONTACT: Regional Office for application/information. For listing see page 42.

PROGRAM: **EQUIPMENT GRANT FOR REMOTE COMMUNITIES**

PURPOSE: To assist remote Northern Communities in the purchase of equipment. The Department of Northern Affairs and the Federal Department of Indian and Inuit Affairs help administer and promote the program through a consultation process with eligible communities.

GRANT CRITERIA: Applicants must submit a completed application.

LEVEL OF ASSISTANCE: A maximum grant of $800.00 is available annually.

WHO MAY APPLY: All remote Northern Communities in the Parkland, Eastman, Norman, and Interlake regions may apply.

CLAIM DEADLINE: January 31, 1987. Copies of paid-up invoices must be received prior to that date.

CONTACT: Regional Offices
See page 42 for listings.

PROGRAM: ETHNOCULTURAL HERITAGE SUPPORT PROGRAM

There are two components:

a) Operating Grants
b) Project Grants

These programs provide support to Manitoba's non-profit community-based organizations whose prime objective is the preservation, promotion, development and sharing of the ethnocultural heritage of all Manitobans.

OPERATING GRANTS

PURPOSE: To assist non-profit Manitoba ethnocultural groups and organizations in the operation of cultural and heritage activities for the purpose of preserving, promoting, developing and sharing of the ethnocultural heritage of all Manitobans.

WHO MAY APPLY: Organizations must be non-profit Manitoba ethnocultural organizations or non-profit organizations composed of two or more ethnocultural groups.

CRITERIA:

- Organizations must have provided programming for a minimum of one year.

- Organizations must have a constitution and by-laws and operate with a duly-elected Board of Directors.

- Organizations must be incorporated as a non-profit ethnocultural or service organization serving the ethnocultural community if annual budget is $40,000 or more.

- Organizations must submit with the application:

  1. A report of the organization's previous year's activities.
  2. An audited financial statement or a certified true statement signed by at least two executive members.
  3. A program outline for the current year.
  4. A copy of the constitution and by-laws of the organization.

LEVEL OF ASSISTANCE:

- Grants will be provided on the basis of eligible costs related to heritage retention, promotion, and sharing programs only.
- Grants will be based on 25% of these eligible costs to a maximum of $15,000 per organization.

APPLICATION DEADLINE: April 30/annually

REMARKS:

- Ineligible costs are prize monies, trophies, out-of-province travel, purchase of artifacts and publishing, for operating and project grants.
- Organizations may apply in one fiscal year for:

  a) one operating grant
  or
  b) up to two project grants. NOT BOTH

- Exceptions may be made in very special circumstances and depending on the availability of funds.
- Applications will not be considered for events which occurred prior to the submission of the application.

CONTACTS: Application forms/information can be obtained from your Regional Office, or

Cultural Resources
177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5

PROJECT GRANTS

PURPOSE: To assist non-profit Manitoba ethnocultural groups and organizations in the development of special projects for the purpose of preserving, promoting or sharing of the ethnocultural heritage of all Manitobans.

WHO MAY APPLY: Organizations must be non-profit Manitoba ethnocultural groups or non-profit organizations composed of two or more ethnocultural groups.

CRITERIA: Groups must provide evidence of ability of being able to complete the project.

LEVEL OF ASSISTANCE:

- Grants will be provided on the basis of eligible costs related to heritage retention, preservation, promotion, and sharing programs only.

- Grants will be based on:

  1. Project involving only one ethnocultural community: 25% of eligible costs to a maximum of $2,500.
  2. Projects involving more than one ethnocultural community: 50% of eligible costs to a maximum of $5,000.

- Total grants awarded will be determined on the basis of the availability of funds in this program.

- In the event requests for this program exceed available funds, priority will be given to projects involving more than one ethnocultural community. Grants will be awarded based on actual expenditures and submission of report following the event.

APPLICATION DEADLINE:

Applications for projects should be received at least 60 days prior to the event taking place.

REMARKS:

- Ineligible costs are prize monies, trophies, out-of-province travel, purchase of artifacts and publishing, for operating and project grants.

- Organizations may apply in one fiscal year for:

  a) one operating grant
  or
  b) up to two project grants.

- Applications will not be considered for events which occurred prior to the submission of the aplication.

- If more than one organization is involved in the project, the application must include letters of endorsement from the organizations participating.

CONTACT:

Regional Office, or

Cultural Resources
177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-3847

PROGRAM: GRANTS TO PROVINCIAL RECREATION ORGANIZATIONS

PURPOSE: To assist Provincial Recreation Organizations in the development of recreation programs throughout the Province.

CRITERIA: The Provincial Recreation Organizations must fulfill the following requirements:

- The organization must be provincial in nature. That is, that the organization must have "active" membership in at least four of the seven regions of the province.
- The primary goal of the organization must be the development of recreation opportunities in the province.
- The organization must not receive double funding from Provincial Government Branches or Departments for the same program.
- The organization must be non-profit and incorporated.

PROGRAMS: There are four programs included in this grant package:

1. Administrative Credit

   Base grant - $1,000.00
   Maximum - $2,000.00
   Items charged under administrative credit would include: printing of newsletters, postage, office supplies, etc.

2. a) In-Province Workshops - Funding will be 50% of the total cost of the event(s) as approved by the Grant Manager. Maximum funding of $3,000.00.

   b) Workshops/Conference Outside of Manitoba - Funding will be 50% of costs incurred by the delegate for the event as initially approved by the Grant Manager. Maximum funding of $3,000.00.

   c) In-Province Conference - Funding will be 50% of the total cost of the event as approved by the Grant Manager. Maximum funding of $3,000.00.

3. Special Projects

On a one-time basis, funding will be 50% government - 50% association, to a maximum government funding of $6,000.00. Acceptable projects include: research projects, audio-visual materials production, resource development materials.

4. Administrative Support

Funding will be on a cost shared basis (50/50) between the government and the association. For Executive or Technical Director assistance the maximum funding from the government is $9,000.000. For secretarial support the maximum funding from the government is $6,000.00.

CONTACT:

Manitoba Culture, Heritage and Recreation
Recreation Consultant
Recreation Services Branch
8th Floor, 177 Lombard Avenue
Winnipeg, Manitoba
R3B 0W5
Phone: 945-4716

PROGRAM:	**LINGUISTIC SUPPORT**
PURPOSE:	This program provides support to Manitoba's non-profit community-based ethnocultural organizations for the teaching of ancestral language programs outside the public school system for school-age children at age four and ending in Grade 12.
WHO MAY APPLY:	- Applications may be submitted by non-profit, community-based ethnocultural organizations who have operated a language program for at least one year.
CRITERIA:	- Must be an ancestral language program outside the school system for children age 4 (four) and ending in Grade 12. - Non-profit community-based ethnocultural organization. - Must have been in operation for 1 year prior to applying for the grant.
LEVEL OF ASSISTANCE:	a) Schools with enrollments of 15 - 50 students - $750 b) Schools with enrollments of 50 to 100 students: - base grant $750 for first 50 students - $15 per capita for the next 50 students c) Schools with enrollments of over 100 students: - base grant $750 for first 50 students - $15 per capita for next 50 students - $10 per capita for each student over 100 students
APPLICATION DEADLINE:	December 31. Annually.
CONTACT:	Regional Offices for applications/information. See page 42 or for Winnipeg based organizations contact: Nadya Kostyshyn Bailey Cultural Resources 8th Floor, 177 Lombard Winnipeg, Manitoba R3B 0W5 Phone 945-3847 945-4509

PROGRAM: **MUNICIPALLY-DESIGNATED HERITAGE BUILDING GRANT**

PURPOSE: To assit owners of municipally-designated heritage buildings in the restoration/stabilization/preservation/rehabilitation of these buildings.

WHO MAY APPLY: Owner of a municipally-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permission from the building owner is obtained.

CRITERIA: This grant program applies only to buildings of particular architectural/engineering merit and historical significance that have been designated as such by the appropriate municipality under the Heritage Resources Act, Province of Manitoba (to be proclaimed) or by the City of Winnipeg under By-law No. 1474/77 (Grades I, II, or III). Although municipal heritage sites may be so designated primarily for their archaeological or historical significance, such sites are not applicable to this grant program.

Eligible project costs include:

1. obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the designated building;

2. work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

LEVEL OF ASSISTANCE:

Grants will be available up to $35,000 for each designated site in one year on a 50% Department, 50% applicant basis.

Volunteer labour, calculated at prevailing wage rates, and donated materials and equipment, valued at actual costs, may be included as part of the applicants share.

Up to 60% of the applicant's share may be obtained from government or other sources.

APPLICATION DEADLINE:

Application forms shall be obtained from and submitted to your Regional office. There is no application deadline and applications will be reviewed on a continuous basis.

CONTACT:

Regional Offices for applications/information. Listings on page 42.

PROGRAM: **ORAL HISTORY GRANTS**

PURPOSE:

- to provide assistance to oral history projects that document the historical experience of the people of Manitoba.
- to ensure long-term preservation and public use of these records.

WHO MAY APPLY: non-profit community-based organizations and associations

CRITERIA: In order to receive grant assistance an applicant should provide that the project must be administered by the project authority of a non-profit community-based organization, association, or group.

- Project must be completed within 1 year of date of assistance unless otherwise approved.
- Applicants must provide the Department with original tape-recorded interviews and other required documentation.
- Original tape-recorded interviews must be made available to the Provincial Archives of Manitoba.
- Recording equipment must meet minimum standards as set by the grantor.
- Equipment may be rented or purchased as a charge to the project.

LEVEL OF SUPPORT: The level of grant assistance will be based on project merit, demonstrated need and available funds.

Total amount of assistance not to exceed $7500.00

Projects north of 53 Parallel are eligible to receive $7750.00

Projects in remote communities are eligible to receive $8000.00

An initial payment of 60% will be paid within 12 weeks. Final 40% payment will be made upon submission of documentation to the Regional office of

- project report
- purchased equipment
- statement of actual costs substantiated by receipts

Successful applicants should agree to include a credit line for Manitoba Culture, Heritage and Recreation in their publicity or promotional material.

CONTACT: Your regional office for application/information. See listing on page 42.

Provincial Archives of Manitoba
Manitoba Archives
200 Vaughan Street
Winnipeg, Manitoba
R3C 1T5
Phone: 945-3971

PROGRAM: **PROVINCIALLY-DESIGNATED HERITAGE BUILDING GRANT**

PURPOSE: To assit owners of provincially-designated heritage buildings in the restoration/stabilization/preservation/rehabilitation of these buildings.

WHO MAY APPLY: Owner of a provincially-designated heritage building or the holder of a long-term lease (minimum 10 years beyond date of application) for the property providing written permission from the building owner is obtained.

CRITERIA: Only work to buildings designated by the province under the Historic Sites and Objects Act or the Heritage Resources Act are applicable to this grant program. Applicants must provide a copy of a validated heritage permit from the Historical Resources Branch, and copies of any other validated licenses or permits (such as a municipal building permit) that may be required.

Eligible project costs include:

1. obtaining initial professional advice, cost estimates, and preparing design drawings and/or contract documents directly associated with the preservation of the designated building;

2. work required to restore, stabilize, preserve, or rehabilitate the original structural or architectural features of the building;

3. purchasing, installing, or repairing the electrical or mechanical systems providing the work is essential to the preservation of the designated building and will not detract from the building;

4. developing the grounds of a designated building where, in the opinion of the Department, this is necessary; and/or

5. installing access facilities for the handicapped.

All eligible work must be sympathetic to the heritage value of the designated site and will be subject to approval by the Department on this basis.

LEVEL OF ASSISTANCE:	Grants will be available up to $75,000 for each designated site in one year on a 50% Department, 50% applicant, basis. Value of volunteer labour and donated materials and equipment may be included as part of the applicant's share. Up to 60% of the applicant's share may be obtained from other federal, provincial, municipal, or private sources.
APPLICATION DEADLINE:	Application forms shall be obtained from, and submitted to your Regional office. There is no application deadline and applications will be reviewed on a continuous basis.
CONTACT:	Regional Offices for applications/information. See listing page 42.

PROGRAM: **PUBLIC EVENTS SPONSORSHIP**

a) Performing Arts - Touring
b) Series of Single Events
c) Single Events
d) Public Culture/Heritage Exhibitions
e) Public Readings/Lectures

PURPOSE:

- To assist rural, northern and remote community based organizations to host a broad range of public cultural and heritage events and activities.

- To stimulate interest in and develop audiences for artists, performing companies, exhibitions, lectures and readings across the province.

WHO MAY APPLY:

- Rural, northern and remote non-profit community-based arts/cultural/recreational oganizations.

- Organizations resident in the City of Winnipeg are not eligible for assistance.

CRITERIA:

- Applications will not be considered for events which occurred prior to the submission of the application.

- Series must include a minimum of 3 concerts.

- Publicity or promotional materials for performances must include a credit line for Manitoba Culture, Heritage and Recreation.

- In accepting assistance, grant recipients accept responsibility for complying with legislation, regulations and directive regarding the accounting for an audit of public funds. (Provincial Auditor's Act, Section 1(e), 17(4), 17(5).

LEVEL OF ASSISTANCE:

a) Performing Arts - Touring
b) Series of Single Events
c) Single Events

1) The level of assistance will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

2) Grants are based on artists' fees and are calculated on the formulae stipulated below.

Travel costs for performing artists should be included in the artist fees.

FOR PERFORMING ARTS - TOURING AND SERIES OF SINGLE EVENTS.

Sponsors south of the 53° parallel:

Manitoba artists/companies - 50% of fees to a maximum of $1000.00

Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $600.00

Sponsors north of the 53° parallel:

Manitoba artists/companies - 50% of fees to a maximum of $1100.00

Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $700.00

Maximum annual assistance per touring/subscription series

No. of Concerts	South of 53°	North of 53°	Payment
3 concerts	$2,500.00	$3,000.00	50% up front; break even plus 50% of committed balance
4 concerts	$3,000.00	$3,600.00	50% up front; surplus allowed
5 concerts	$3,500.00	$4,200.00	50% up front; surplus allowed
6 concerts	$4,000.00	$4,800.00	50% up front; surplus allowed

Maximum annual assistance per series of single events:

3 concerts	$2,250.00	$2,700.00	50% up front; deficit funding only

FOR SINGLE EVENTS

Sponsors south of 53° parallel:

Manitoba artists/companies - 50% of fees to a maximum of $1000.00

Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $600.00

Maximum annual assistance per sponsoring organizaion for single events - $2,000.00

Sponsors north of the 53° parallel:

Manitoba artists/companies - 50% of fees to a maximum of $1100.00

Others (with priority to Canadian artists/companies) - 30% of fees to a maximum of $700.00

Maximum annual assistance per sponsoring organization for single events $2,400.00

Remote Communities:

Manitoba artists/companies - 75% of fees to a maximum of $1100.00

Others (with priority to Canadian artists/companies) - 50% of fees to a maximum of $750.00

FOR PUBLIC CULTURE/HERITAGE EXHIBITIONS

Assistance to sponsors of public art, cultural or heritage exhibitions under this program will not exceed 70% of local exhibition costs and shipping costs to and from rural, northern and remote communities to a maximum of:

$750. for communities south of 53° parallel
$850. for communities north of 53° parallel
$1000. for remote communites

FOR PUBLIC READINGS/LECTURES

Assistance to sponsors of public readings and lectures relating to culture and heritage, under this program, will not exceed the costs of fees and travel, at provincial government rates where otherwise not supported, to a maximum of:

$750. for communities south of 53° parallel
$850. for communities north of 53° parallel
$1000. for remote communites

APPLICATION DEADLINE:	Applications should be completed on appropriate department forms and submitted to the area regional office a minimum of 60 days prior to the projected date of the first event of the series. Notification of grant decision will be given within 30 days of receipt of the application by the regional office.
CONTACT:	Your Regional office for application/information. See listing on page 42.

PROGRAM: RECREATION DISTRICT GRANTS

PURPOSE:

- To assist communities, municipal corporations and school divisions in developing and implementing programs by hiring a full-time Recreation Director.

LEVEL OF ASSISTANCE: The annual grant to districts is based on the number of participating municipal corporations, population, population density, and total assessment. The formula is:

- A $2,000 basic grant.
- A $1,000 grant for each participating municipal corporation.
- A $1,000 grant for a district with a population of more than 10,000 people.
- A $1,000 grant for a district with an average population density of less than 10 people per square mile.
- A grant based on the total assessment of the district;
  - $3,000 for an assessment of 0 - 10 million
  - $2,000 for an assessment of 10 - 20 million
  - $1,000 for an assessment of 20+ million.
- A $1,000 grant for an agreement with a school division.

WHO MAY APPLY: Three or more municipal corporations and surrounding school divisions in the Westman, Interlake, Eastman, Central and Parkland regions.

APPLICATION DEADLINE: Ongoing

REMARKS: By pooling resources, districts are able to hire full-time Recreation Directors to co-ordinate recreation programs.

CONTACT: Regional Office for application/Information.

See page 42 for listings.

PROGRAM: **RURAL LIBRARY CAPITAL GRANTS**

PURPOSE:

- In order to increase the number of Manitobans with access to library service, and to improve the library services available to rural Manitobans, library boards appointed under The Public Libraries Act may apply for capital grants for the construction and/or renovation of library facilities, and for the purchase of bookmobiles. Grants are based on 50% of eligible project costs with a maximum grant of $50,000.00 for each library facility or bookmobile. To increase the number of municipalities with established library service by funding capital projects wherein a municipality or municipalities join an established library;
- To improve library service by funding capital projects in existing library systems seeking to expand a facility's gross space, to enhance a facility or to purchase a bookmobile;
- To increase the number of municipalities with established library service by funding capital projects in newly established library systems.

WHO MAY APPLY: Public library boards established under Part II or Part III of the Public Libraries Act may apply for a capital grant under this program. Renovation and/or construction of a school-housed public library are not eligible for a grant under the program.

CRITERIA:

- For purposes of this program, capital projects are those related to the acquisition, construction, and/or installation of physical assets related to the structure of a library facility and include the purchase of a bookmobile. Renovation includes projects appropriate to energy conservation, as well as those relating to heating, ventilation, air-conditioning, plumbing and electrical systems in a library facility. Shelving, computers, equipment, furniture, staff time and vehicles other than bookmobiles are not included, nor are items normally funded from the operating budget.

Applications will be received for projects not previously funded under the program, which have been undertaken since November, 1981, the final deadline for Series II. Application for a capital grant must be made on the attached form and be accompanied by:

i. a description of the way in which the board expects the completed project to contribute to improved library service in the long term, including an indication of other capital projects the board is planning in the next 5 years;

ii. a resolution from the library's member municipality or municipalities guaranteeing that funds will be available to complete and operate the project;

iii. an estimated time frame for initiation and completion of the project;

iv. a copy of a validated building permit, or written waiver of same, obtained through the Manitoba Department of Labour;

v. any other information that may be helpful in assessing the application, for example, building and/or floor plans;

vi. indication of completion date of the project so that the department is represented at the opening ceremonies to present a plaque acknowledging provincial and municipal involvement.

LEVEL OF ASSISTANCE:

The total amount available to a rural library is limited to 50% of eligible capital project costs to a maximum of $50,000.00 for each headquarters, branch or bookmobile, said maximum to include capital grants awarded since 1979.

Volunteer labour calculated at minimum wage and donated materials may be included as an eligible capital cost.

In the event that eligible applications exceed the funding available, approvals will be based on the priorities established in "Objectives" above.

APPLICATION DEADLINE:

Grants will be reviewed after December 31, March 31, June 30, and September 30, annually.

REMARKS:

Approved capital grants will be paid to the library in two installments. An initial payment of 75% of the approved grant will normally be paid upon notification of project approval, although exceptions may occur when a project is not scheduled to begin within two months of the approval. The final payment will be made upon receipt of a letter from the board chair indicating that the project is completed, accompanied by an audit of the capital project.

CONTACT:

Capital Grants Program
Manitoba Culture, Heritage and Recreation
Public Library Services
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

PROGRAM: **RURAL LIBRARY ESTABLISHMENT GRANTS**

PURPOSE:

- In order to increase the number of Manitobans with access to local library services, the Province pays an establishment grant in respect of any municipality establishing library service for the first time under Part II or Part III of The Public Libraries Act. $5,000.00 is awarded in respect of each new participating municipality. $4,000.00 of that sum must be spent on books.

- To ensure that a basic book collection is available for the use of the residents of a municipality establishing library service for the first time.

- To encourage the formation of larger and more efficient library systems.

WHO MAY APPLY: Public library boards established under Part II or Part III of the Public Libraries Act may apply for an establishment grant.

CRITERIA: Public library boards established under Part II or Part III of The Public Libraries Act may apply for an establishment grant.

The library board is eligible for an establishment grant on the next April 1 following the passing of the libary by-law. As provided in Manitoba Regulation 153/83, application for an establishment grant is made by letter of the library board chairperson, accompanied by:

i. a certified copy of the library by-law following its third reading by the municipality;

ii. a list of the board members and their addresses; and

iii. in the case of a regional library, a certified copy of the agreement.

The by-law and draft agreement must be submitted for the approval of the Minister of Culture, Heritage and Recreation and the authorization of the Municipal Board before passing the by-law and signing the agreement.

LEVEL OF ASSISTANCE:

- An establishment grant of $5,000.00 will be paid in respect of any municipality establishing library service for the first time.
- At least $4,000.00 of each $5,000.00 grant must be spent on the purchase of books, during the first two years of library operation by the new municipality or municipalities.

APPLICATION DEADLINE:

The establishment grant to a library will normally be paid at the same time as the operating grant is paid, following April 1 of each year.

REMARKS:

Municipalities seeking to establish library service will be encouraged to join an existing library system rather than creating an independent system.

- Assistance with establishment procedures is available from Public Library Services branch, telephone 1-945-6460.

CONTACT:

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

PROGRAM: **RURAL LIBRARY OPERATING GRANTS**

PURPOSE: The purpose of this program is to provide financial assistance for the annual costs of the operation of libraries established under The Public Libraries Act. Assistance is based on population, equalized assessment and municipal funding for the library, with calculations done separately for each participating municipality.

The objectives of the formula delineated in Manitoba Regulation 153/83 are threefold:

1. To provide for equitable sharing by the province and municipalities of the costs of library service;
2. To mitigate the effects on library service of economic disparities between municipalities; and
3. To encourage and reward municipal commitment to library service.

The intent of the program is to support improvements to the quality and the scope of library service in rural Manitoba.

WHO MAY APPLY: Public library boards established under Part II or Part III of the Public Libraries Act may apply for an annual operating grant under this program.

CRITERIA:

a) Applications for operating grants are mailed annually in January to the Chairperson of each library board established under Part II or Part III of The Public Libraries Act.

b) Applications for operating grants are processed after April 1 of each year and after the following documents have been received:

   i. a proposed budget for the current year;

   ii. the annual report for the preceding year; under The Public Libraries Act, this is required by January 31 annually; and

   iii. an audited financial statement for the preceding year.

LEVEL OF ASSISTANCE:

a) A basic grant to match municipal funding for the library to a maximum of :$3.50 per capita, based on the population of the municipality as set out annually at May 31 of the preceding year by the Minister of Municipal Affairs pursuant to section 4 of The Unconditional Grants Act; plus

b) An equalization grant to match the shortfall in those municipalities where a levy of 1.35 mills against the equalized assessment generates less than $3.50 per capita; plus

c) an incentive grant to match the amount by which a municipality exceeds 1.35 mills against the equalized assessment in its funding for the library, to a maximum of $1.00 per capita.

d) Payments are based on the proposed municipal funding for the current year, and are adjusted, if need be, in the subsequent year when the actual municipal funding can be verified in the audited statement.

REMARKS:

- For purposes of this program, annual operating costs include those related to staff, library material, utilities, maintenance, stationery, postage and programs. Shelving, computers, equipment and furniture are also eligible operating costs. The acquisition, construction and/or installation of physical assets related to the structure of a library facility, and the purchase of vehicles and bookmobiles are not included.
- Grants will be processed for payment upon completion of criteria and after April 1 each year.
- Provincial operating grants and the municipal funding used to generate annual provincial operating grants cannot be used to accumulate a surplus, and cannot be used as the local share towards a matching capital grant.

CONTACT:

Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

PROGRAM: RURAL LIBRARY REGISTRATION ASSISTANCE

PURPOSE: To strengthen the staff development and continuing education plans of each rural and northern library system by providing a registration fee subsidy for attendance at library related conferences or workshops held within Manitoba.

WHO MAY APPLY: Staff or trustees of public libraries established under Part II or Part III of the Public Libraries Act.

CRITERIA: Event(s) should be sponsored by a library related organization. Applications to attend activities sponsored by non-library groups will be considered but should be supported with a justification of the event's suitability to the needs of the library.

Event(s) must take place between September 1, 1986 and February 28, 1987 inclusive.

Minimum duration of event - one half day.

Event(s) must be held within the province.

Letter of application must be received by Public Library Services prior to the event.

LEVEL OF SUPPORT: Maximum $100.00 per library system.

APPLICATION DEADLINE: On-going between September 1, 1986 and February 28, 1987 inclusive.

REMARKS: Costs of social activities, banquets, etc., are excluded.

Reimbursement to successful applicants will occur after Public Library Services receives completed expense claim forms and supporting receipts.

CONTACT:
Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

PROGRAM: **RURAL LIBRARY STAFF TRAVEL SUPPORT**

PURPOSE: To strengthen the staff development and continuing education plans of each rural and northern library system by providing a travel subsidy for attendance at library related conferences or workshops held within Manitoba.

WHO MAY APPLY: Staff or trustees of public libraries established under Part II or Part III of the Public Libraries Act.

CRITERIA: Event should be sponsored by a library related organization. Applications to attend activities sponsored by non-library groups will be considered but should be supported with a justification of the event's suitability to the needs of the library.

Travel must take place between September 1, 1986 and February 28, 1987 inclusive.

Minimum duration of event - one half day.

In-province travel only.

Letter of application must be received by Public Library Services prior to the event.

LEVEL OF SUPPORT: 75% of travel costs north of 53°; 50% to those south of 53°.

One claim per library system.

APPLICATION DEADLINE: On-going between September 1, 1986 and February 28, 1987 inclusive.

REMARKS: Reimbursement to successful applicants will occur after Public Library Services receives completed expense claim forms and supporting receipts.

CONTACT:
Director
Public Library Services
Manitoba Culture, Heritage and Recreation
139 Hamelin Street
Winnipeg, Manitoba
R3T 4H4
Phone: 945-6460

MANITOBA CULTURE, HERITAGE AND RECREATION

REGIONAL SERVICES DIVISION

The Regional Services Division provides community-level access to all of the programs, grants and services of the Department, and is responsible for delivery of sport and fitness programs on behalf of Manitoba Health. The following services are available through eight regional offices in rural and northern Manitoba.

CONSULTATIVE SERVICES:	to provide a community development, consultative service and delivery system for all programs of Manitoba Culture, Heritage and Recreation, and for sport and fitness programs of Manitoba Health.
COMMUNITY DEVELOPMENT	
Leadership Training:	to support training events which develop leadership skills in culture, heritage, recreation, sport and fitness.
Activities Assistance:	to assist community, district and regional organizations to initiate new and/or expanded activities.
Exposure:	to facilitate public education and information exchange through conferences, demonstrations or available medium at the local level, including community cable television, newspapers and radio, and regional newsletters.

PROGRAM:	**SKILLS TRANSFER**

PURPOSE: To assist rural, northern, and remote community-based organizations for costs related to workshops, internships, residencies for instructor training. Funding will be considered for exceptional training projects within the province. Normally, ongoing classes should be funded through community effort.

- To promote the exchange of skills and expertise between individuals.
- To encourage the development of instructor and leadership skills at the local level.
- To encourage communities to identify and plan for their training needs.

WHO MAY APPLY: Rural and Northern Manitoba non-profit community-based organizations

CRITERIA:

- Applications must be submitted or sponsored by non-profit community-based organizations.
- Applications will not be considered for events which occurred prior to the submission of the application.

LEVEL OF ASSISTANCE: The level of assistance will be determined by applying the program criteria on the basis of the availability of program funds and recognition of regional levels of development.

a) Local Resource Person: The level of assistance for events where a local resource person is available in the community will not exceed 50% of fees/honoraria to a maximum of $500.00.

b) Outside Resource Person: The level of assistance for events where a resource person is not available in the community will not exceed 50% of fees/honoraria to a maximum of $500 plus transportation costs based on provincial government rates.

c) Residencies/Interships: In the case of residencies and Interships the candidates will be eligible to receive a per diem of $25.00 to a maximum of $500.00, plus transportation costs based on provincial government rates.

Applications which entail an internship component at a heritage, cultural or other institution should include a brief description of the expertise being sought, where, and the duration of the course of study. This information should also be submitted to the institution where the skill transfer is to take place. An appropriate official of the institution or organization should indicate in writing that the internship can be undertaken as outlined by the applicant, and this letter should accompany the Skills Transfer application form to the appropriate regional office.

APPLICATION DEADLINE: Applications must be submitted a minimum of 60 days prior to the project date.

REMARKS:

- Under normal circumstances applicants will be notified of their grant decision 30 days after receipt of the application.

- Generally, grants will be paid after the activity takes place.

CONTACT: Regional Office for application/information. See listing on page 42.

MANITOBA CULTURE, HERITAGE AND RECREATION

REGIONAL SERVICES DIVISION

WESTMAN	340-9th Street Brandon, Manitoba R7A 6C2 PHONE: 728-7000	Chris Moore Regional Manager. Bob Ash, Regional Consultant.
EASTMAN	31 - 1st Street, Beausejour, Manitoba R0E 0C0 PHONE: 268-1411 ext. 207	Terry Hoover Regional Manager. Dick Weibel, Regional Consultant.
CENTRAL	Box 1750, Morden, Manitoba R0G 1J0 PHONE: 822-5418	Dave Parkes Regional Manager. Bob Genoway, Regional Consultant.
INTERLAKE	Box 1519, Gimli, Manitoba R0C 1B0 PHONE: 642-5155	Dave Cain, Regional Manager. Jocelyn Renooy, Regional Consultant.
PARKLAND	27 - 2nd Avenue, S.W. Dauphin, Manitoba R7N 3E5 PHONE: 638-9111	Elmer Billows, Regional Manager. Garry Dixon, Regional Consultant.
NORMAN	59 Elizabeth Drive, Thompson, Manitoba R9N 1X4 PHONE: 778-4411	Dorothy Davidson, Regional Manager. Sam Antila, Regional Consultant.
	Box 2550, The Pas, Manitoba R9A 1M4 PHONE: 623-6411	Joyce Evans, Senior Consultant. Richard Hart, Regional Consultant.
	Room 204, 143 Main St. Provincial Bldg. Flin Flon, Manitoba. R8A 1K4	Wanda Overby-Butler, Regional Consultant.

MANITOBA BUSINESS DEVELOPMENT AND TOURISM

INTRODUCTION

The federal and provincial governments recognize the tremendous potential for growth in the tourism industry in Manitoba. They're committed to helping Manitoba's tourism industry move into the world market confidently, with first-class products and services.

The new Canada-Manitoba Subsidiary Agreement for Tourism Development has been designed in consultation with the tourism industry, to stimulate major tourism development over the next five years, to March 31, 1990. Under this Agreement, four DESTINATION AREAS have been designed as a focus for clustered development:

Eastern Precambrian region

Lake Winnipeg Beaches/Hecla region

Winnipeg, and

Riding Mountain/Duck Mountain region

This agreement is also designed to encourage the development or four SPECIALTY AREAS.

Sports angling

Wilderness adventures

Naturalist self-education, and

Convention, meeting and incentive travel markets.

Under the new agreement on tourism development, seven programs have been designed to stimulate the tourism industry to launch bold new initiatives for Manitoba. The following CRITERIA will be used to evaluate proposals for assistance under the seven programs of the Tourism Development Agreement.

CRITERIA FOR PROJECT ELIGIBILITY

- Proposed projects must facilitate the development or marketing of one or more of the 4 tourism DESTINATION AREAS.
- Alternatively, a project may be eligible for assistance if it is designed to develop or market products that fall within one of the 4 SPECIALTY AREAS.

- To be eligible for assistance, a development or marketing project must focus on products that demonstrate the potential to attract visitors from interprovincial and/or international markets.
- Projects must focus on quality products, that will be competitive on the international/inter-provincial markets in order to be eligible.
- Product differentiation is a key principle of the Agreement. Projects should express themes that complement Manitoba's historical, cultural, and/or natural resource strengths.

PROGRAM: **ADMINISTRATION, STRATEGIC RESEARCH, PLANNING, EVALUATION AND PUBLIC INFORMATION**

PURPOSE: This program covers the general administration costs and public information costs of the Agreement, as well as program evaluation activities. Proposals will also be received under this program for strategic research or planning activities, market assessments, or preparation of financial prospect and investment sourcing.

WHO MAY APPLY: Proposals will be received from the public sector, non-profit tourism organizations, and from the private sector.

CRITERIA: Please see introduction.

LEVEL OF ASSISTANCE: Assistance will be provided in the form of a non-repayable contribution. In the case of approved projects undertaken by the provincial and federal governments, assistance may be provided for up to 100% of non-profit organizations, assistance may be provided for up to 80% of eligible costs, and projects undertaken by the private sector may receive up to 50% of eligible costs.

CONTACT:

Canada-Manitoba Tourism Agreement Office
P.O. Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

PROGRAM: **INDUSTRY PRODUCTIVITY ENHANCEMENT**

PURPOSE: The purpose of this program is generally to improve the productivity of Manitoba's tourism industry. Activities eligible to receive support under this program will be aimed at the development of human resources; improvement of operating standards and systems; and adoption of new products and technology.

WHO MAY APPLY: Proposals will be received from the private sector, the public sector, or from the tourism industry association.

CRITERIA: Please see introduction.

LEVEL OF ASSISTANCE: Assistance for approved projects of the federal and provincial governments will be up to 100% of eligible costs, in the form of a non-repayable contribution. For approved projects of an industry association, up to 80% of eligible costs will also be in the form of a non-repayable contribution. This will normally be start-up assistance only. If assistance is required beyond the start-up year, it will be on a declining basis, with the aim of self-sufficiency. Approved projects of the private sector may receive assistance of up to 50% of eligible costs in the form of a non-repayable contribution. This will normally be start-up assistance only.

CONTACT:
Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

PROGRAM: MARKETING EXPANSION

PURPOSE: The objective of this program is to expand the interprovincial and international markets for travel to Manitoba. Projects will focus on one or more of the four destination areas, or on one of the four specialty markets; and marketing must be directed towards interprovincial and/or international markets.

WHO MAY APPLY: Proposals will be received from the private sector, public sector, and non-profit tourism organizations.

CRITERIA: Please see introduction.

LEVEL OF ASSISTANCE: A non-repayable grant of up to 50% of first-year incremental costs is available for approved projects undertaken by the private sector. Where the project is undertaken by a consortia or group of businesses and organizations, then up to 100% of the eligible "common benefit" costs of an approved project is available.

REMARKS: Activities eligible for assistance under this program will include:

- the development and marketing of new package tours to Manitoba
- participation in travel trade or consumer marketplaces
- co-operative advertising
- travel trade familiarization
- the marketing of meetings and conventions, and major special events
- activities that will improve the marketing skills of Manitoba tourist operators
- improvements to Manitoba's tourist information system.

CONTACT:
Canada-Manitoba Tourist Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: (204) 945-5890

PROGRAM: **RURAL ATTRACTIONS**

PURPOSE: This program is designed to stimulate the development of major new attractions, or expansion of existing attractions in the four DESTINATION AREAS. Proposals will also be received for development or expansion of attractions serving the SPECIALTY MARKETS in any rural area.

WHO MAY APPLY: Proposals will be received from the private sector, municipal authorities, and non-profit tourism organizations.

CRITERIA:

- The minimum project size will be $500,000. in capital costs for new development, and $250,000. in capital costs for expansion of an existing attraction.

- For further criteria, please see introduction.

LEVEL OF ASSISTANCE: In the case of approved projects undertaken by the provincial or federal governments, a non-repayable contribution of up to 100% of eligible costs may be available. For approved projects undertaken by municipal governments or non-profit tourism organizations, a non-repayable contribution may be available for up to 80% of eligible costs.

CONTACT:

Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

PROGRAM: **TOURISM EVENTS**

PURPOSE: This program is designed to support the organization, development, and marketing of major new recurring tourism events in Manitoba, as well as supporting expansion of existing major recurring events.

WHO MAY APPLY: Proposals will be received from the public sector, non-profit tourism organizations, and from the private sector.

CRITERIA: Please see introduction.

LEVEL OF ASSISTANCE: For the development of major new recurring events initiated by the public sector, approved projects may receive up to 100% of eligible costs, as a non-repayable contribution. After start-up, continuing support will decline, towards the goal that the event will become self-sufficient.

For expansion of existing major events, or for new not-for-profit events, assistance of approved projects is normally for one time only, and may be up to 80% of eligible costs, in the form of a non-repayable contribution.

For projects proposed by the private sector, assistance will be for a one-time start-up period and may be up to 50% of eligible costs, in the form of a non-repayable contribution.

CONTACT:
Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

PROGRAM: **TOURISM RESORTS, ATTRACTIONS AND FACILITIES**

PURPOSE: This program emphasizes the development or expansion of major private sector resorts, attractions and related facilities in the four DESTINATION AREAS, (see introduction) as well as the four SPECIALTY AREAS. In addition, the public sector and municipalities may apply for infrastructure support of specific private sector developments.

WHO MAY APPLY: Private sector, municipalities, non-profit tourism organizations.

CRITERIA: Please see introduction.

LEVEL OF ASSISTANCE: The minimum project size for new development is $500,000. in capital costs; and the minimum project size for expansion of existing facilities is $150,000. Private sector incentive assistance for approved projects is available for up to 50% of eligible costs. Of this up to 25% of eligible costs may be in the form of a forgivable loan. For approved public sector or municipal infrastructure projects, assistance will vary depending upon the funding capabilities of the municipality and will be available only where the infrastructure is in support of a private sector project with total capital costs in excess of $500,000.

CONTACT:

Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

PROGRAM: **WINNIPEG ATTRACTIONS**

PURPOSE: The purpose of this program is to provide incentive for the development of new major attractions in Winnipeg, and for the expansion of existing major attractions.

WHO MAY APPLY: Proposals will be received from the private sector, the public sector, and non-profit tourism organizations.

CRITERIA:

- The minimum project size will be $1,000,000 in total capital costs for new development, and $500,000 for expansion of an existing attraction.
- Please see introduction for further criteria.

LEVEL OF ASSISTANCE: Approved projects undertaken by the federal or provincial governments may receive assistance of up to 100% of eligible costs in the form of a non-repayable contribution. Approved projects undertaken by the City of Winnipeg, or by not-for-profit tourism organizations, may receive a non-repayable contribution of up to 80% of eligible costs. Approved projects undertaken by the private sector may receive loan assistance for up to 50% of eligible costs (up to 25% of eligible costs may be in the form of a forgivable loan, to a maximum of $500,000).

CONTACT:

Canada-Manitoba Tourism Agreement Office
Box 90, 155 Carlton Street
Winnipeg, Manitoba
R3C 3H8
Phone: 945-5890

MANITOBA HEALTH AND COMMUNITY SERVICES

PROGRAM: **VOCATIONAL REHABILITATION SERVICES FOR THE DISABLED IN MANITOBA**

PURPOSE: The Manitoba Vocational Rehabilitation Services program is designed to assist persons with disabilities, i.e. physically, mentally handicapped, post-mentally ill, blind, hearing impaired, learning disabled, alcoholic, to become employable and whenever possible, self supporting. The purpose is to provide a comprehensive program for the vocational rehabilitation of disabled persons.

Services are provided by staff of the Department of Community Services and by rehabilitation agencies that have been designated to serve specific disability groups - Society for Manitobans with Disabilities Inc., Canadian National Institute for the Blind and the Alcoholism Foundation of Manitoba.

Vocational programs are designed to meet the specific needs of handicapped persons. A wide variety of specialized services and community resources are used.

WHO IS ELIGIBLE:

1) Individuals of 16 years of age or over

2) The person has a disability which substantially limits his/her opportunity for regular employment in the labour market.

3) The disabling condition is verified by a medical doctor/psychological report and/or an evaluation.

Services are based on individual needs and include:

- Counselling
- Assessment
- Training
- Technical Aids
- Employment Placement

Training

Development of work skills or training for a career is provided in several ways.

1) Education or training can be provided at community college, trade school or university.

2) Rehabilitation workshops provide training in a variety of areas including development of appropriate work skills.

3) Training-on-the Job

For training-on-the Job (T.O.J.) a contract is negotiated with an employer, to provide training for which the employer is re-imbursed up to 50% of the wages.

The maximum length of time for a T.O.J. is 12 months.

The time period should vary with the complexity of the job to be learned, the client's own limitations, and the related training already completed by the client.

Employment Placement

Gainful employment is the goal toward which the rehabilitation program is directed. Counsellors maintain close contact with employers and the Canada Employment & Immigration Centres in order to help find suitable training and/or jobs.

How Vocational Rehabilitation Services are Obtained:

To apply for services contact the local office of the Department of Community Services or the office of the specialized designated agency.

The handicapped person will meet with a counsellor to determine eligibility and whether the person can benefit from the program.

Central Region - 25 Tupper Street, North, Portage la Prairie, Manitoba, R1N 3K1 - Phone 857-9711

Eastman Region - Box 50, Beausejour, Manitoba, R0E 0C0 - Phone 268-1411

Interlake Region - 446 Main Street, Selkirk, Manitoba, R1A 1V7 - Phone 482-4511

Norman Region - P.O. Box 550, Flin Flon, Manitoba, R8A 1N4 - Phone 687-3457

Parklands Region - 15 - 1st Avenue, S.W. Dauphin, Man., R7N 1R9 - Phone 638-8848

Thompson Region - 871 Thompson Dr., Thompson, Manitoba, R9N 0C8 - Phone 778-7371

Westman Region - 340 - 9th Street, Braadon, Manitoba,
R7A 6C2 - Phone 728-7000

Winnipeg Region	189 Evanson Street	945-6333
	1989 Pembina Highway	945-8933
	1981 Portage Avenue	945-8911
	233 Provnecher Blvd.	945-8966
	1400 Henderson Highway	945-8558
	108 Bond Street	945-8944
	1021 Court Avenue	945-8333
	Bldg. 3, 139 Tuxedo Blvd.	945-7323

Designated Rehabilitation Agencies

Society for Manitobans with Disabilities Inc.

Winnipeg - 825 Sherbrook Street, R3A 1M5 - Phone 786-5601
+ D.D. 774-2861
Brandon - 356 - 10th Street - Phone 1-800-282-8041

Canadian National Institute for the Blind

Winnipeg - 1080 Portage Avenue, R3G 3M3 - Phone 774-5421
Brandon - 356 - 10th Street, Phone 727-0631

Alcoholism Foundation of Manitoba

1041 Portage Ave., Winnipeg, Man., R3G 0R9 - Phone 786-3831

MANITOBA EDUCATION

PROGRAM: **GRANTS FOR EVENING SCHOOLS (Cities)**

PURPOSE: To provide wage assistance to school divisions to conduct evening school classes in the academic, vocational or practical arts areas.

WHO MAY APPLY: Community groups may apply to their school division for assistance.

CRITERIA:

- The session is held in a school located in a city.
- 10 or more pupils over 14 years of age are in attendance at the session in each class.
- The course being taught in the class has been approved in writing by the Minister or an official designated by the Minister.

LEVEL OF SUPPORT: The Minister of Finance, on the requisition of the Minister shall pay to each division conducting evening school classes, a grant of $7.70 per teacher for each full hour during which the teacher is in attendance at a session of an academic, vocational or practical arts evening school class.

APPLICATION DEADLINE: On-going

CONTACT: Your local school division.

PROGRAM:	**GRANTS FOR EVENING SCHOOLS (Rural)**
PURPOSE:	To provide wage assistance to school divisions to conduct evening school classes in the academic, vocational or practical arts areas.
WHO MAY APPLY:	Community groups may apply to their school division for assistance.
CRITERIA:	- The session is held in a school which is not located in a city. - The course being taught in the class has been approved in writing by the Minister or an official designated by the Minister. - The average attendance of pupils over 14 years of age per session in the term is 8 or more.
LEVEL OF SUPPORT:	The Minister of Finance, on the requisition of the Minister shall pay to each division conducting evening school classes, a grant of $7.70 per teacher for each full hour during which the teacher is in attendance at a session of an academic, vocational or practical arts evening school class.
APPLICATION DEADLINE:	On-going
CONTACT:	Your local school division.

PROGRAM: NEW INITIATIVES PROJECTS IN ADULT AND CONTINUING EDUCATION

PURPOSE:

- To facilitate the development of community-based adult education programs, utilizing existing local resources and facilities, to meet the needs of individuals, groups, communities and regions not well served by existing programs.
- To facilitate the development of new strategies and innovative approaches to the delivery of adult education.

WHO MAY APPLY: The program is available to all school divisions/districts and non-profit, communitygroups in Manitoba.

CRITERIA: Each application for funds under the program must:

- Demonstrate that the particular program will meet the educational needs of a specified adult population in the community who does not have access to an existing, adult education program.
- Provide programs that cannot be funded through existing government programs or allocations.
- Proposed submissions must be approved by the Division/District Superintendent or designate, or equivalent chief executive officer of a community group or organization.

LEVEL OF SUPPORT: Funding normally will be limited to a maximum of $5,000. per project.

APPLICATION DEADLINE: Submission deadline is May 15th. The major portion of the grant money will be awarded following this date; a small reserve will allow response to proposals receive prior to October 15th.

REMARKS:

- Projects normally will be funded for one year only. Funding beyond this time period will be based upon the results of the project evaluation and will reflect departmental priorities.

CONTACT:

Terry R. Lamb
Coordinator, Continuing Education
Adult and Continuing Education Branch
Room 313 - 1200 Portage Avenue
Winnipeg, Manitoba
R3G 0T5
Phone: 945-6193

MANITOBA EMPLOYMENT SERVICES
AND
ECONOMIC SECURITY

PROGRAM: JOB TRAINING FOR TOMORROW

PURPOSE:

- Job Training for Tomorrow is a new on-the-job training initiative which focuses on the skill development of unemployed Manitobans. The program also emphasizes economic development in the Province by providing wage assistance to employers, to encourage the creation of incremental positions. Employers also receive assistance from Program Training Analysts in the development of comprehensive training plans designed to meet the needs of individual employees. In addition to the basic program, Job Training for Tomorrow operates two special components:

  1. The Women in Non-Traditional Occupations component is designed to encourage women to consider working in non-traditional occupations and to encourage employers to create training positions for women in non-traditional occupations.

  2. The Labour Market Adjustment and Technological Change component would be available on a limited basis to respond proactively to major layoff and closure situations. Support would also be available for retraining staff required to adjust to new technology.

WHO MAY APPLY:

Employers

- Business/Institutional - includes all registered businesses and large institutional organizations.

- Community/Non-Profit - includes such organizations as day care centres, recreational committees, libraries, social service agencies and community organizations.

Employees

- Any unemployed Manitoban over 16 years of age.

ELIGIBILITY CRITERIA:

Employers

- Business/Institutional - must be in full operation for a minimum of three months prior to program application. Positions created must be incremental and permanent.

CONTACT:

Terry R. Lamb
Coordinator, Continuing Education
Adult and Continuing Education Branch
Room 313 - 1200 Portage Avenue
Winnipeg, Manitoba
R3G 0T5
Phone: 945-6193

MANITOBA EMPLOYMENT SERVICES
AND
ECONOMIC SECURITY

PROGRAM: **JOB TRAINING FOR TOMORROW**

PURPOSE:

- Job Training for Tomorrow is a new on-the-job training initiative which focuses on the skill development of unemployed Manitobans. The program also emphasizes economic development in the Province by providing wage assistance to employers, to encourage the creation of incremental positions. Employers also receive assistance from Program Training Analysts in the development of comprehensive training plans designed to meet the needs of individual employees. In addition to the basic program, Job Training for Tomorrow operates two special components:

  1. The Women in Non-Traditional Occupations component is designed to encourage women to consider working in non-traditional occupations and to encourage employers to create training positions for women in non-traditional occupations.

  2. The Labour Market Adjustment and Technological Change component would be available on a limited basis to respond proactively to major layoff and closure situations. Support would also be available for retraining staff required to adjust to new technology.

WHO MAY APPLY:

Employers

- Business/Institutional - includes all registered businesses and large institutional organizations.

- Community/Non-Profit - includes such organizations as day care centres, recreational committees, libraries, social service agencies and community organizations.

Employees

- Any unemployed Manitoban over 16 years of age.

ELIGIBILITY CRITERIA:

Employers

- Business/Institutional - must be in full operation for a minimum of three months prior to program application. Positions created must be incremental and permanent.

- Community/Non-Profit - must be in full operation for a minimum of three months prior to program application. Positions created must be incremental and provide social benefit to the community. Employers are encouraged to retain the employee in any vacated position after the subsidy period has ended.

Employees

- Any unemployed Manitoban over age 16 years. Special consideration would be given to employers applying to hire a special needs individual. That is, Social Assistance recipient, physically or mentally disabled, immigrant, disadvantaged youth, visible minority. A Special Needs Agency Network would actively encourage the hiring of these individuals. Employers would also be eligible for additional incentives when proposing to hire an employee age 55 years or over.

  NOTE: Those persons ineligible as employers under the program are:

  (i) - full time students
  (ii) - immediate relatives (father, mother, husband, wife, son, daughter, brother, sister) of the owner or hiring authority.

- The proposed position(s) must provide a minimum of 30 hours per week with consecutive weeks of employment.

- The proposed position(s) must not result in the layoff, termination or dismissal of any current employee(s).

LEVEL OF ASSISTANCE:

Business/Institutional Category

- Business and Institutional organizations that are approved for funding are eligible for reimbursement of 50% of the hourly wage paid up to a maximum wage assistance of $4.00 per hour plus an employee benefit allowance of up to 10% of the wage assistance.

- Employers in this category are eligible for a maximum of three (3) positions per program cycle. Under special circumstances a business could be approved to create 10 positions per program cycle.

Community/Non-Profit Category

- Community/Non-Profit Groups that are approved for funding are elibile for reimbursement at a rate of up to $4.80 per hour, plus an employee benefit allowance of up to 10% of the wage assistance for each approved position.

- Employers in this category are eligible for a maximum of two (2) positions per program cycle.
- Length of funding will vary per position. For example, a position filled by an unemployed skilled person requiring basic job orientation would likely receive funding for the 12 week minimum, while a position filled by an unemployed person with no skills would likely receive funding for 30 to 40 weeks.

APPLICATION DEADLINE: Applications for Job Training for Tomorrow will be accepted on a continuous intake basis until program funds are committed.

CONTACT: Manitoba Employment Services and Economic Security. See page 68 for listing of offices.

PROGRAM: MANITOBA CAREERSTART '86

PURPOSE: Manitoba Careerstart '86 offers wage assistance to employers to encourage the creation of employment opportunities. The program provides full-time students and unemployed youth, 16 to 24 years of age, with the opportunity to obtain skills, training and/or career-related work experience.

WHO MAY APPLY: Employers:

- Registered businesses
- Community/Non-Profit group (incorporated or identifiable association or organization).
- Municipality/local government/Indian Band Council

Employees:

- Full-time students, 16 years of age or over
- Unemployed youth, 16 to 24 years of age
- A Canadian citizen or landed immigrant

ELIGIBILITY CRITERIA:

Employers - must be located in the Province of Manitoba and in full operation prior to program application. A business/organization will not be eligible if it is created specifically for the purpose of this program.

Employees - full-time students must be unemployed or working part-time (15 hours per week or less) at the time of application. Youth must be unemployed or working part-time (15 hours per week or less) at the time of application.

Manitoba Careerstart will not provide wage assistance for approved high school students until they have fully completed their studies for the 1985/86 academic year.

NOTE: Immediate relatives such as husband, wife, son, daughter, brother, sister of the owner, hiring authority and operator of the Business/Organization are ineligible employees under the program.

Positions - must be in addition to regular and/or seasonal hiring and must have been created as a direct result of the wage assistance available. Must provide a minimum of 30 hours per week with consecutive weeks of employment.

Must provide a minimum of 210 hours of employment per position. Must not result in the layoff, termination or dismissal of any current employee(s) nor replace employees who have previously been laid off, terminated or dismissed. Must not have an effect on full-time, part-time and/or seasonal positions which are filled or temporarily vacant.

LEVEL OF ASSISTANCE:

Business Category

- Businesses that are approved for funding under the program are eligible to receive reimbursement at the rate of $2.15 per hour plus an employee benefit allowance of up to 10% of the wage assistance for each approved position.
- Employers are eligible to apply for a maximum of three (3) positions per independent work location.

Community/Non-Profit Category

- Community groups and non-profit organizations that are approved for funding under the program are eligible to receive reimbursement at a rate of up to $4.30 per hour plus an employee benefit of up to 10% of the wage assistance for each approved position.
- Employers in this category are eligible to apply for a maximum of three (3) positions per independent work location.

All Positions

- Wage Assistance will only be provided for the approved employment period between May 5 and September 14, 1986.

APPLICATION DEADLINE: The Manitoba CareerStart '86 application deadline was March 27, 1986.

CONTACT: Manitoba Employment Services and Economic Security. See page 68 for listing of offices.

PROGRAM: **NORTHERN YOUTH CORPS**

PURPOSE:

- To create meaningful and varied summer employment opportunities for up to seven weeks in length for students/unemployed youth ages 15 to 24 throughout Northern Manitoba.
- To provide northern projects with the opportunity to sponsor, plan, develop, implement and complete various approved summer work projects of a community nature.
- To provide technical staff assistance as needed and agreed to financial support to project sponsors to ensure the satisfactory achievement of the first two objectives.

WHO MAY APPLY:

- Chiefs and Councils of Indian Bands, Mayors and Councils of Northern communities, cities, towns or other non-profit organizations within the Northern Affairs boundary may apply.

CRITERIA:

- Project proposals must clearly provide for community improvement and give students/unemployed youth varied, meaningful and educational jobs.
- All projects must be to the benefit of a community as a whole and not to private individuals or businesses.
- The projects should employ a minimum of two or a maximum of ten youth/students and one adult supervisor if needed.

LEVEL OF SUPPORT: Students/Youth are paid at the rate of $4.30/hour and supervisors at $7.00/hour, 40 hours per week maximum.

APPLICATION DEADLINE: Application deadline was May 16, 1986.

CONTACT:

Churchill Region
Box 178, Bayport Plaza
Churchill, Manitoba
R0B 0E0
Phone: 675-8841

CONTACTS
CONT'D:

Thompson Region
Box 25, Provincial Building
59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 778-4411 (ext. 295)

Leaf Rapids Region
Box 160, Town Centre
Leaf Rapids, Manitoba
R0B 1W0
Phone: 473-2425

The Pas Region
Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

Flin Flon Sub Office
Box 267, 16 North Avenue
Flin Flon, Manitoba
R8A 0P8
Phone: 687-4014

Lake Winnipeg Region
1005 - 401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4926

PROGRAM: STUDENT TEMPORARY EMPLOYMENT PROGRAM (STEP)

PURPOSE: S.T.E.P. provides salary dollars to enable Government Departments, Crown Corporations and Commissions to hire students in short term, summer projects. The program also provides career related work opportunities for students by funding projects which offer meaningful career-related work to students in innovative areas supporting new government thrusts. Additionally, STEP ensures that a broad representation of physically disabled, native and visible minority students are employed through the program.

WHO MAY APPLY: Employers:

- Government Departments
- Crown Corporations
- Commissions

Employees:

- Students, 16 years of age and over.

ELIGIBILITY CRITERIA: Employer:

To be eligible for the program, an employer must be a Government Department, Crown Corporation or Commission. Project approval will be based on:

1) The degree to which the project offers meaningful, career-related work to students in innovative areas supporting new government thrusts.

2) Suitability of the project for Affirmative Action target groups.

3) Departmental prioritites.

4) The ability and availability of students to fill the positions requested.

5) The availability of funds.

Projects not eligible are those which are submitted or supervised by individuals not employed with Provincial Government Departments, Crown Corporations and Commissions, i.e.) non-profit organizations, private sector. Projects which would normally be covered under a department's existing budget are not eligible, nor are projects which provide annual vacation relief for civil servants and positions which are not created specifically for the purpose of employing students.

Employees:

To be eligible for the program an employee must be a student, 16 years of age and over. First consideration for employment is given to students taking a minimum of 60% of a normal full year's study during the academic year and returning to full-time studies in the fall.

LEVELS OF ASSISTANCE:

- Students are paid at one of four salary levels, depending upon the complexity of the position.
- Departments submitting project proposals must assume total operating and travel costs of the projects.
- Overtime accumulated is the responsibility of the Department.

DATES OF OPERATION: Projects could begin no earlier than April 14, 1986 and were to be completed no later than September 5, 1986.

CONTACT: Manitoba Employment Services and Economic Security. See page 68 for listing of offices.

MANITOBA EMPLOYMENT SERVICES AND ECONOMIC SECURITY

EMPLOYMENT SERVICES OFFICES

Winnipeg
1009-401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4959 or 945-3914

West Man North
P.O. Box 1295, 531 Princess Avenue
Brandon, Manitoba
R7A 6N2

Leaf Rapids
P.O. Box 160, Town Centre
Leaf Rapids, Manitoba
R0B 1W0
Phone: 473-2425

South Central
Civic Centre, P.O. Box 2080
Winkler, Manitoba
R0G 2X0
Phone: 325-4385

Parklands
21 - 2nd Avenue, N.E.
Dauphin, Manitoba
R7N 0Z5
Phone: 638-8845

The Pas
P.O. Box 2850, Otineka Mall
The Pas, Manitoba
R9A 1M6
Phone: 623-6444

East Man
Room 215 - 323 Main Street
P.O. Box 3490
Steinbach, Manitoba
R0A 2A0
Phone: 326-1333

Thompson
P.O. Box 25, Provincial Bldg.
59 Elizabeth Road
Thompson, Manitoba
R8N 1X4
Phone: 778-4411 (ext. 295)

West Man South
P.O. Box 730, Kilman Block
411 Broadway Avenue
Killarney, Manitoba
R0K 1G0
Phone: 523-8120

Lake Winnipeg Region
802 - 401 York Avenue
Winnipeg, Manitoba
R3C 0P8
Phone: 945-4926

Churchill
P.O. Box 178, Bayport Plaza
Churchill, Manitoba
R0B 0E0
Phone: 675-8841

Interlake
P.O. Box 70
Teulon, Manitoba
R0C 3B0
Phone: 886-3325

MANITOBA ENERGY AND MINES

PROGRAM: **BUSINESS/COMMUNITY CHEC LOAN PROGRAM**

PURPOSE: A financial assistance program designed to help businesses and community institutions reduce their energy costs by funding cost-effective building retrofit and other measures that save energy.

WHO MAY APPLY:

- Any Manitoba small business, institution, or non-profit organization whose building was constructed before January 1, 1985.
- Applicants must own the building or submit confirmation of the owner's approval.
- An energy audit of your building should show energy savings of at least 20%, with a payback period of 5 years or less.

CRITERIA:

- An energy audit of your building is required. Manitoba Energy and Mines will do a free energy audit of your building.
- Audit report showing potential savings of at least 20%, and a payback period of 5 years or less.
- Written quotations for the work to be undertaken.
- Work must be completed within 120 days of formal approval.

LEVEL OF SUPPORT: A maximum loan of $32,000.00 at existing government interest rate, or 80% of the cost of the energy retrofit, whichever is less. The minimum loan is $3,000.00.

The maximum term of the loan is five years. The balance may be repaid at any time without penalty.

APPLICATION DEADLINE: Applications for a Business/Community CHEC Loan will be accepted at any time, subject to the availability of funds You should schedule your free energy audit first.

CONTACT:

The Manitoba Energy and Mines Info Centre
117 - 234 Donald Street
Winnipeg, Manitoba
R3C 1M8

Telephone: 945-4154
Toll Free: 1-800-282-8069

MANITOBA HEALTH - SPORT DIRECTORATE

PROGRAM: **COACHES AND OFFICIALS CLINICS**

PURPOSE: This assistance is designed to assist sport and recreation agencies with the development of theory, technical and practical programs in coaching and officiating. Courses eligible for assistance include the following:

Theory Levels 1, 11, 111 in Manitoba.
Technical Levels 1, 11 and 111 in and out of Manitoba.
Practical Level 111 in and out of Manitoba.
Course conductor conferences in and out of Manitoba.

WHO MAY APPLY: Any non-profit organization in Manitoba.

CRITERIA: To be eligible for assistance the course must:

- be formally approved by the N.C.C.P. for coaching or N.S.G.B. for officiating.
- be taught only by national trained and approved course conductors.
- have a minimum advance registration of 10 coaches or officials.
- be scheduled a minimum of four to six weeks in advance through the Sport Directorate.

LEVEL OF ASSISTANCE: It is only intended that the Sport Directorate assist the course host to the extent of not incurring a deficit. Where course revenues exceed total required course costs, the Sport Directorate will not exceed any additional assistance.

APPLICATION DEADLINE: On-going program.

CONTACT:

Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 3N4
Phone: 945-3535

PROGRAM: **FUNDING TO PROVINCIAL SPORT ASSOCIATION**

PURPOSE: To assist Provincial Sport Associations in the development of their programs throughout the province.

WHO MAY APPLY: The Sport Directorate will only recognize one Association per sport activity group that meet the required criteria.

CRITERIA:

- recognized by Sport Canada.
- member of the Manitoba Sports Federation.
- functions effectively as a non-profit organization in Manitoba under the Province of Manitoba Corporations Act.
- completes annual profile.
- meets criteria as outlined in the 1986/87 Sport Association application package.
- Association funding should not be duplicated by other current programs available to the Association by other Provincial Government departments and the Manitoba Sports Federation.

LEVEL OF ASSISTANCE: The following areas are eligible for funding:

- Base Grant
- Provincial Championship
- Sport Special Project
- Hospitality
- Provincial Team
- Province of Manitoba University Athletic Scholarships
- Training Camps/Training Centres
- Man-Plan
- Coaching/Officials Certification

REMARKS Sport Directorate Services and Programs:

- Order of Sports Excellence
- Pins
- Golden Boy Medallions
- Who's Who

APPLICATION DEADLINE: March 1, 1987

CONTACT:

Sport Directorate
205 - 379 Broadway Avenue
Winnipeg, Manitoba
R3C 3N4
Phone: 945-3535

PROGRAM:	**REGIONAL SPORT ASSOCIATION PACKAGE**
PURPOSE:	To assist regional associations in the development of programs throughout the region and in co-operation with the directorate and the recognized provincial sport association.
WHO MAY APPLY:	Recognized Regional Sport Councils and Associations who are incorporated.
GRANT CRITERIA:	- The directorate will only recognize one association per region. - Association funding should not be duplicated under other current programs available to the association by other departments of the Province of Manitoba.
LEVEL OF ASSISTANCE:	- Funding will be allocated to the appropriate association based on the level of development and extent of the submitted yearly plan.
APPLICATION DEADLINE:	The package must be submitted by March 1, 1987.
REMARKS:	Regional Associations are eligible for assistance in the following areas: Base grant and regional program funding.
CONTACT:	Sport Directorate 205 - 379 Broadway Avenue Winnipeg, Manitoba R3C 3N4 Phone: 945-3529

MANITOBA HIGHWAYS AND TRANSPORTATION

PROGRAM:	**TRANSPORTATION OF THE MOBILITY DISADVANTAGED IN RURAL MANITOBA**
PURPOSE:	To assist communities that have taken the initiative in providing transportation services for handicapped persons in rural Manitoba.
WHO MAY APPLY:	One or more municipalities acting as sponsors for the service.
CRITERIA:	This program is intended to supplement capital and operating funds provided by municipalities, users, service clubs, and other sources.
LEVEL OF ASSISTANCE:	Start Up Grant One-time grant of $6,000 for services that have not previously received subsidies from the Province of Manitoba. Operating Grant 37-1/2% of gross operating expenses to a maximum of $20,000 in any one calendar year. Capital Grant 50% of the cost of approved capital expenditures to a maximum of $10,000.
APPLICATION DEADLINE:	On-going program.
CONTACT:	Manager - Wes Graham Transportation Programs Branch 15th Floor, 215 Garry Street Winnipeg, Manitoba R3C 3Z1 Phone: 945-2009

MANITOBA MUNICIPAL AFFAIRS

PROGRAM: **CENTENNIAL GRANTS**

PURPOSE: To provide assistance towards Centennial observances of a municipality.

WHO MAY APPLY: Any incorporated municipality of local government district by written application.

LEVEL OF ASSISTANCE: Grant is based on $2.00 per capita and is to be used to assist in the cost of projects approved by the Province.

APPLICATION DEADLINE: On-going program.

CONTACT:

Municipal Finance Officer
Municipal Advisory and Financial Services
1325 - 405 Broadway
Winnipeg, Manitoba
Phone: 945-2573

MANITOBA NATURAL RESOURCES

PROGRAM: CONTROL OF DUTCH ELM DISEASE

OBJECTIVE: To assist rural and urban municipalities to control the spread of Dutch Elm Disease.

OPERATING GRANT:

A. The Province pays 100% of the cost of removal and treatment programs on Crown lands and Crown lands in rural municipalities where applicable.

B. The Province pays 50% of the cost of removal and treatment programs in urban municipalities to a ceiling of $1.00 per capita.

CAPITAL GRANT: Not applicable

LOANS: Not applicable

WHY MAY APPLY: Any rural or urban municipality

CONTACT:

Chief of
Forest Protection and Dutch Elm Disease
300 - 530 Kenaston Boulevard
Winnipeg, Manitoba
R3N 1Z4

Telephone: 945-7867

FEDERAL GOVERNMENT PROGRAMS

CANADA COUNCIL

PROGRAM: **EXPLORATIONS**

PURPOSE: The Explorations program of the Canada Council supports innovative projects which may introduce new approaches to creative expression, extend the limits of an existing art form, cross disciplines or fulfill specific needs in the development of the arts. The primary intent of this multidisciplinary, regionally-oriented Program is to provide support to innovative, unusual or unproven ideas that otherwise might not be realized, whether focusing on the performing or visual arts; research and writing; community animation; the application of new technologies in the arts or experiments in new art forms.

WHO MAY APPLY: Canadian citizens and Canadian organizations may apply for Explorations grants. All landed immigrants who have resided in Canada for five years will also be eligible.

CRITERIA: Because Explorations responds to innovative projects designed by its applicants, its mandate within the arts has always been creative projects. Explorations grants have funded interdisciplinary activity, craft workshops, new performing arts projects, exhibits, photography, creative writing, recordings, film, video and audio experiments, community-based cultural animation projects, etc.

Explorations gives grants to help offset the following expenses:

- subsistence
- travel
- clerical, secretarial and research services
- equipment rental
- supplies and materials

A grant may apply to any period of time up to 12 months.

LEVEL OF ASSISTANCE: No specific amount. However, the Explorations budget is limited and in the past average grants have tended to range between $5,000 and $15,000 depending upon the nature of the project proposed.

APPLICATION DEADLINE:

The grant may cover any period up to 12 months. Explorations grants do not cover expenses incurred before the application is approved. The deadline dates for receipt of applications are: January 1st, April 15th, and September 15th. The results are announced approximately three and one half months after those dates.

CONTACT:

Richard Holden
Program Officer
Explorations Program
Canada Council
P.O. Box 1047
Ottawa, Ontario
K1P 5V8
Phone: (613) 598-4337

DEPARTMENT OF COMMUNICATIONS

PROGRAM: CULTURAL INITIATIVES

This program does not require application forms. Applications should focus on the specific nature of the request and should include:

a) Name and mailing address of the organization;

b) copy of letters of incorporation proving non-profit status;

c) list of members of board of directors;

d) complete description of the activity for which the funding is requested;

e) detailed budget, including expenditures, confirmed and projected revenues, and the amount of support requested;

f) names and telephone numbers of at least two persons within the organization who are familiar with the request.

NOTE: This is a permanent program of the Department.

THERE ARE THREE COMPONENTS TO THIS PROGRAM. THEY ARE:

PROGRAM: COMPONENT I: ASSISTANCE TO STRENGTHEN THE MANAGEMENT OF CULTURAL ORGANIZATIONS AND THE INNOVATIVE APPLICATION OF NEW COMMUNICATIONS TECHNOLOGIES.

PURPOSE: To promote the innovative use, development and application of new communication technologies in the operations and activities of Canadian professional non-profit cultural organizations and to strengthen the management of non-profit cultural organizations.

PROJECT CRITERIA:

- Should supply information (a) to (f).
- The project must be beneficial and feasible.
- The results can be applied to the organization's continuing activities and operations at affordable costs.

- Must be willing to share results of the project with other Canadian professional non-profit cultural organizations, on request.
- Must be committed to submit a detailed report and to acknowledge the financial assistance of the Government of Canada.

SUPPORT:

- Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

WHO MAY APPLY: Professional non-profit cultural organizations of Canada.

APPLICATION DEADLINE: Contact Departmental representative.

CONTACT: See page 81.

PROGRAM: COMPONENT II: CAPITAL ASSISTANCE

PURPOSE: To provide greater public access to the professional performing and visual arts, museums and heritage collections, by developing and upgrading a national network of cultural facilities. Funds may also be provided to assist organizations in undertaking feasibility studies concerning capital projects.

PROJECT CRITERIA:

- Must provide information (a) to (f).
- The construction or renovation of the facility or the purchase of the equipment must have a direct and immediate bearing on the provision or improvement of facilities for both the public and artists involved.
- The applicant must confirm the funding sources available to meet the operating costs associated with the project.
- Must provide a study with needs evaluation and cost benefit analysis and, if available, a feasibility or engineering study to substantiate the decision to proceed with the project.
- Must also provide two most recent audited financial statements and estimated yearly operating costs of the new facility and identification of revenues to cover these costs.
- Must identify similar facilities within a 30 kilometre radius (applicants in metropolitan areas excepted).

- Must submit preliminary design and specifications of the proposed facility and recent interior and exterior photographs if the building already exists.

- Must acknowledge the financial assistance of the Government of Canada.

SUPPORT: Support is dependent upon the type of project submitted and the amount of assistance required to complete the projects.

WHO MAY APPLY: Canadian non-profit incorporated organization or a municipal or regional government.

APPLICATION DEADLINE: Contact Department representative.

CONTACT: See page 81.

PROGRAM: COMPONENT III: SPECIAL CULTURAL EVENTS OF NATIONAL SIGNIFICANCE

PURPOSE: To support cultural events of national significance.

PROJECT CRITERIA:

- Must provide information (a) to (f).

- Eligible events must be held in Canada and have significant participation from at least three provinces or territories.

- The proposed activity should not be eligible for other federal funding and should not represent the normal activities of the sponsoring organization.

- Eligible events could include:

  a) a national or international conference of a cultural nature;
  b) a national artistic or cultural competition;
  c) the cultural component of a national or international activity or event, such as amateur sporting competition or non-cultural conferences.

- Must provide a clear statement of the objectives and goals of the proposed activity; its relationship to their ongoing activities; and a description of the activity, including costs, timetables and a list of resource persons involved in the event.

- Must also provide a list of all sources from which financial assistance has been sought and the results.

- Must submit a final report and acknowledge the financial assistance of the Government of Canada.

SUPPORT: Support is dependent upon the type of project submitted and the amount of assistance required to complete the project.

WHO MAY APPLY: Canadian non-profit cultural organizations undertaking a special cultural event that is distinct from the ongoing activities of the sponsoring organization.

CONTACT: All applications should be mailed to:

Cultural Initiatives Program
Department of Communications
300 Slater Street
Ottawa, Ontario
K1A 0C8
(613) 993-4587

and

Department of Communications
200-386 Broadway
Winnipeg, Manitoba
R3C 3Y9
(204) 949-7139

Further information can be obtained from the Winnipeg Office at:

386 Broadway Avenue
Room 200
Winnipeg, Manitoba
R3C 3Y9
Phone: (204) 949-7139

EMPLOYMENT AND IMMIGRATION CANADA

PROGRAM: COMMUNITY FUTURES

The Community Futures program is still in the developmental stages. The intent of the program is to help communities hit by major mass layoffs and plant closures, but it will do even more. It will also help communities faced with chronic unemployment, communities wich are struggling with economic decline but which have some permanent growth and development opportunities.

This program will build on the existing strengths of the communities, providing support to the private sector and local community initiative. It will involve a flexible, cooperative approach, with an emphasis on entrepreneurial development. These ideas are being developed in consulation with Labour Canada and the Department of Regional Industrial Expansion.

PLEASE CONTACT YOUR LOCAL EMPLOYMENT AND IMMIGRATION OFFICE FOR FURTHER DETAILS. See page 91.

PROGRAM:	**INNOVATIONS**
PURPOSE:	Innovations provides financial support to pilot programs, demonstration projects and other activities designed to test new or innovative ideas to improve the functioning of Canada's labour market.
WHO MAY APPLY:	The program is open to any individual or group with an innovative proposal for labour market development. Business and industry, labour organizations, non-profit groups, educational and training agencies all sectors of the economy are encouraged to take part.
CRITERIA:	There are no predetermined limits on projects supported by Innovations. Each proposal will be judged on its own merits, with the emphasis on creativity and innovation. Proposals must of course, be practical and show potential for generating lasting improvements in the labour market.
LEVEL OF ASSISTANCE:	Funding arrangements are flexible, with no fixed limits to the amount of support Innovations will provide. Each proposal will be judged on its own merits. Approved projects will usually be supported on a cost shared basis, although full funding may be approved in principle, but funding will be subject to an annual review.
APPLICATION DEADLINE:	On-going, depending on availability of funds.
CONTACT:	Your local Employment and Immigration Office. See listing on page 91.

PROGRAM:	**JOB DEVELOPMENT**
PURPOSE:	The purpose of Job Development is to create a skilled work force, not to create make-work projects. Job Development is designed to help create the work force employers need. The primary program objective is to provide meaningful training and job opportunities.
WHO MAY APPLY:	Project sponsors can include municipalities, the non-profit sector, community groups and the local business community.
CRITERIA:	No specific criteria. Employers have two options: a) they may sponsor projects which create additional training and job opportunities; or b) they may hire and train certain individuals who in addition to long-term unemployment, meet other predetermined conditions. FOR FURTHER CRITERIA, PLEASE CONTACT YOUR CANADA EMPLOYMENT CENTRE.
LEVEL OF ASSISTANCE:	Job Development offers financial assistance to employers taking part in the program. Funds may be paid towards a variety of costs, including wages and training expenses for participants, and the installation of special facilities for disabled workers. In some circumstances, funds may also be available to cover some capital costs and wages for a project manager. The actual contribution will depend on the nature of the project and type of sponsor.
APPLICATION DEADLINE:	On-going, depending on availability of funds.
CONTACT:	Your local Employment and Immigration Office. Please see page 91 for listing of offices.

PROGRAM: JOB ENTRY - RE-ENTRY FOR YOUNG PEOPLE

PURPOSE: The program offers young people the opportunity to develop basic work skills, to acquire specific job-related skills, to learn first hand about the working world and where and how they can fit in. The program is designed for youth who are:

- just out of school trying to find a job without having experience;
- students planning to return to school looking for summer employment that will provide career-related work experience;
- cooperative education - allows students to integrate academic studies with work experience related to their desired career.

WHO MAY APPLY: Individuals, businesses, industries, labour organizations, educational institutions, community groups, and all levels of government.

CRITERIA:

- Coordinators/sponsors are responsible for recruiting participants, arranging on-site and off-site training, and developing implementing and monitoring their proposed projects.
- Businesses/organizations (referred to as training place hosts) provide supervised on-site training and work experience.
- Individuals can participate in Entry if they are:

  a) unemployed (or employed no more than 20 hrs/week
  b) out of regular school system for at least three months
  c) not in receipt of a post-secondary degree/diploma
  d) over the legal school leaving age
  e) legally entitled to work in Canada

LEVEL OF ASSISTANCE: Entry participants will receive an allowance or, if eligible, Unemployment Insurance benefits, whichever is greater. They may also be eligible for supplementary allowances to cover such requirements as dependent care costs, commuting, or living away from home and travel assistance.

APPLICATION DEADLINE:	On-going.
CONTACT:	Your local Employment and Immigration Office. See listing of offices on page 91.

PROGRAM: JOB ENTRY - RE-ENTRY FOR WOMEN

PURPOSE: Re-entry is designed to help women who are entering or re-entering the paid work force after working in the home. The re-entry program offers practical support, counselling, training and work experience to make the transition from home to work a success.

WHO MAY APPLY: A wide variety of individuals and organizations may apply; women's organizations, community groups, businesses, labour organizations, educational institutions, and all levels of government.

CRITERIA:

- To participate in a Re-entry project, a woman must be entering or re-entering the work force after being essentially absent for three years or more.
- Re-entry participants normally spend 16 - 52 weeks on the project, and women may be able to participate on a full-time or part-time basis.
- Each re-entry project will reflect and accommodate the learning needs of women.
- The coordinators/sponsor of the project are responsible for developing and implementing Re-entry projects, recruiting participants, and arranging for all elements of the re-entry plan. (On-site training, off-site training, and practical work experience)
- All coordinators must demonstrate an understanding and an ability to respond to difficulties women face when re-entering the work force.
- Businesses and organizations acting as a training place hosts, must provide relevent, supervised training and experience for the participants.

LEVEL OF ASSISTANCE: Coordinators submit proposals for Re-entry projects. When proposals are approved, coordinators are paid on a fee-for-service basis, under contract with EIC, to develop and implement the project. They will also be reimbursed for the costs of providing off-site training.

Women who participate in Re-entry receive either a training allowance, or, if eligible, Unemployment Insurance benefits, whichever is greater. They may also receive supplementary allowances to cover dependant care costs, commuting, or living away from home and travel assistance.

APPLICATION DEADLINE: On-going

CONTACT: Your local Employment and Immigration Office. See listing of offices on page 91.

PROGRAM:	**SKILLS INVESTMENT**
PURPOSE:	This program brings help to workers whose jobs are threatened by changing technology and economic conditions. With an unprecedented program to coordinate the efforts of workers and employers, people will have the chance to learn new skills before they are laid off, or their existing skills become redundant.
WHO MAY APPLY:	Proposals from all sectors of the community are encouraged.
CRITERIA:	- There is no rigid eligibility requirements. Proposals may address regional concerns or labour market problems that are national in scope. They can touch, in a new way, existing programs. Proposals should show potential for generating lasting improvements in the labour market. The overriding criteria are creativity and innovation.
LEVEL OF ASSISTANCE:	Approved initiatives will receive financial support generally in the form of contributions on a cost-shared basis. Some project may receive multi-year funding. As well, Skills Investment makes available as much as $10,000. to provide any facilities or equipment that may be needed for disabled persons to upgrade their skills.
APPLICATION DEADLINE:	On-going depending on availability of funds.
CONTACT:	Your local Employment and Immigration office. See listing of offices on page 91.

PROGRAM: SKILL SHORTAGES

PURPOSE: In some industries, appropriately skilled workers may be in short supply, and in high demand. For the employer, this shortage may represent a fundamental obstacle. The Skill Shortages program provides much needed financial assistance for employers who must train workers in these required skills.

WHO MAY APPLY: Employers in all sectors of the community.

CRITERIA: No specific criteria identified, please contact your Employment and Immigration office.

LEVEL OF ASSISTANCE:

- Assistance is available for both on and off-the-job training, for both full and part-time training.
- Assistance for training can last up to 3 years.
- Under the program, employers are partially reimbursed for wages paid to a worker who is being trained. Reimbursements cover 60% of wages during off-the-job training and 23% during on-the-job training, up to $350. per week.
- Employers who require special equipment or structural renovations to the workplace to hire disabled persons can receive up to $10,000. to defray these costs.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT: Your local Employment and Immigration Office. See page 91 for listing of offices.

CANADA EMPLOYMENT CENTRES

BRANDON

153 - 11th Street
Brandon, Manitoba
R7A 4J5
Phone: 727-0583

DAUPHIN

135 - 2nd Avenue N.E.
Dauphin, Manitoba
R7N 0Z6
Phone: 638-3711

FLIN FLON

54 Main Street
Flin Flon, Manitoba
R8A 1N5
Phone: 687-8231

GIMLI

80 - 6th Avenue
Gimli, Manitoba
R0C 1B0
Phone: 642-5193

LYNN LAKE

Federal Building
Sherritt Avenue
Lynn Lake, Manitoba
R0B 0W0
Phone: 356-8300

MORDEN

11th & Stephen Street
Morden, Manitoba
R0G 1J0
Phone: 822-4491

NEEPAWA

225 Ellen Street
Neepawa, Manitoba
R0J 1H0
Phone: 476-3371

PORTAGE LA PRAIRIE

211 Saskatchewan Avenue E.
Portage la Prairie, Manitoba
R1N 3C5
Phone: 239-1212

SELKIRK

12 - 366 Main Street
Selkirk, Manitoba
R1A 1T6
Phone: 482-3323

STEINBACH

323 Main Street
Steinbach, Manitoba
R0A 2A0
Phone: 326-1371

SWAN RIVER

203 - 5th Avenue N.
Swan River, Manitoba
R0L 1Z0
Phone: 734-3483

THE PAS

151 Fischer Avenue
The Pas, Manitoba
R9A 1K7
Phone: 623-3453

THOMPSON

118 - 3 Station Road
Thompson, Manitoba
R8N 0N3
Phone: 778-4494

ENERGY MINES AND RESOURCES CANADA

PROGRAM: **ENERDEMO (CONSERVATION AND RENEWABLE ENERGY DEMONSTRATION PROGRAM**

PURPOSE: Managing our energy situation effectively in the 1980s and beyond will largely be a function of applying innovative energy-conserving and renewable energy technologies which already have been researched and partly developed. Enerdemo activities are focused on two principal areas:

- implementing demonstration projects
- transferring information about the projects' results.

The objectives of this program are as follows:

- To develop and demonstrate promising systems and technologies that make it possible to use renewable resources, conserve energy, and use energy more efficiently.
- To inform energy consumers of the benefits related to the use of energy conservation techniques and renewable energy.
- To accelerate acceptance and commercialization of new energy technologies.
- To create jobs in new or existing industries.

WHO MAY APPLY:

- Industrial and commercial establishments
- Consultants
- Associations
- Educational institutions
- Government departments and agencies and municipalities
- Voluntary and non-profit organizations
- Individuals.

CRITERIA:

- Large and small projects that generate a reduction in energy use or substitute a renewable resource for conventional fuels, particularly oil.

- Projects having good potential by widespread implementation without further assistance following successful demonstration.

- Well-documented proposals specifying the anticipated benefits and the target market.

- it is required that a proposal be submitted containing the following information:

  - the demonstration you wish to initiate
  - which form of energy will be replaced and how much will be saved
  - the reasons for believing that others will want to adopt your product or technology
  - how you will prove the effectiveness of your new technique.
  - the eventual users and methods of communicating the project's results, and
  - what assistance you expect from Enerdemo.

LEVEL OF ASSISTANCE:

To derive the contribution toward project costs, each project will be assessed individually in relation to the program criteria. The proportion of project costs provided by the applicant is an important factor of proposal evaluation. Project costs eligible for funding include:

- the project's direct costs, including materials and labor
- a reasonable portion of the indirect costs
- the costs of technology transfer and promotion.

Funding is available only for costs related to the project's energy aspects. For example, the building upon which a new solar system is to be mounted is ineligible for cost sharing.

APPLICATION DEADLINE:

The program will be in effect until March 31, 1989.

REMARKS:

Typical projects are:

- innovative retrofitting systems for existing buildings

- new, energy-efficient building designs

- methods for recovering residual energy in industrial operations

- testing new fuels

- heating buildings with wood residue

- industrial exploitation of solar energy
- small hydro-electric projects

CONTACT:

Energy, Mines and Resources Canada
Conservation and Renewable Energy Office
1003 - 213 Notre Dame Avenue
Winnipeg, Manitoba
R3B 1N3
Phone: 949-4266
Toll free at 1-800-782-8471

HEALTH AND WELFARE CANADA

PROGRAM: **HEALTH PROMOTION CONTRIBUTION PROGRAM**

PURPOSE: To maintain and improve the health and well-being of Canadians with a particular focus on four target groups: women, elderly, children and youth, and the disabled, by providing financial support for community based projects.

WHO MAY APPLY: Proposals may be submitted by non-profit organizations, professional associations, voluntary groups or educational institutions.

CRITERIA: The program supports health promotion projects which seek to employ one or more of the following strategies:

- self-care
- mutual aid
- environmental change
- support is not available for research projects, direct service/treatment activities or to maintain on-going operations and programs.

LEVEL OF ASSISTANCE: A contribution may be made for a period up to 3 years for a specific project activity.

APPLICATION DEADLINE: On-going, depending on availability of funds.

CONTACT:

Health Promotion Directorate
Health Services and Promotion Branch
Health and Welfare
Prairie Regional Office
603 - 213 Notre Dame Avenue
Winnipeg, Manitoba
R3B 1N3
Phone: 949-2554

PROGRAM: NEW HORIZONS

PURPOSE: The basic purpose of the program is to provide seed funding to enable a group of retired persons to initiate a project with a view to becoming self-sufficient.

WHO MAY APPLY: Seniors Organizations/groups.

GRANT CRITERIA:

- Although a project idea may originate with one person, there should be a group of no less than 10 members who will accept responsibility for the management of the project and the administration of project funds.
- The majority of the project participants must be older and permanently retired from the labour force.
- New Horizons contributions may be provided to initiate new activities or expand existing ones within a community.
- Contributions for projects are available for periods of up to 18 months. Groups are encouraged to plan for the continuation of a project after the funding period through membership fees, donations, fund-raising events, community support or other sources.
- For those groups which require additional time to achieve self-sufficiency or find alternate sources of assistance for their project, a second contribution, on a declining basis, may be granted for another period of up to 18 months.
- Contributions may cover expenses incurred in planning, organizing and operating the project activities, including such items as rent, utilities, furniture and equipment, materials and supplies. Limited funds are available for construction or renovation.
- New Horizons funds may not be used to pay salaries for project directors or participants.

LEVEL OF ASSISTANCE: The level of assistance is determined by several factors such as, number of participants, complexity of the program, equipment needed, etc.

APPLICATION DEADLINE: On-going.

CONTACT:

New Horizons Program
340 Graham Avenue
Eaton Place
Winnipeg, Manitoba
R3G 4C2
Phone: 949-2833

SECRETARY OF STATE

The Secretary of State Regional Office in Manitoba forms part of a national network of operations designed to assist Canadians to develop and maintain a sense of belonging to Canada. Their programs and activities are aimed at promoting knowledge of our country and pride in its cultures, history and traditions. The Manitoba office has three distinct components:

1) Citizenship Court

2) Social Development Office

3) Translation Bureau

Due to the vast number of programs offered by Secretary of State, we have highlighted several programs that are relevant to the individuals and groups that might be using this manual. Please keep in mind that this is just an introduction to the programs offered and advise you to contact the Secretary of State for further details.

Department of the Secretary of State
Regional Office
303 Main Street
Room 201
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **ABORIGINAL WOMEN'S PROGRAM**

PURPOSE: The Aboriginal Women's program supports and encourages projects and activities which advance participation of aboriginal women in contemporary society with the objective of: Multiplying opportunities for intracultural and intercultural contact and appreciation by aboriginal women at the national, provincial and local levels thereby making their social and cultural participation more visible and meaningful within their own communities and to all Canadians.

OBJECTIVES:

- Upgrading technical and management skills of aboriginal women through the development of their own leadership and the establishment of objectives and criteria for their own representative organizations.
- Creating opportunities for aboriginal women to initiate and influence those policies and programs developed by government departments for the benefit of the native population.
- Providing opportunities for aboriginal women to initiate activities and projects which aid them in their desire for the preservation and retention of their culture and their communities' cultural identity.

WHO MAY APPLY: Financial assistance may be provided to a group of aboriginal women who have voluntarily associated themselves for a non-profit purpose, operating in line with democratic principals in the national, provincial, regional, community or neighborhood levels. These include special purpose organizations which address specific issues and new or emerging organizations.

CONTACT:

Native Citizens Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: (204) 949-3601

PROGRAM: **CANADA DAY**

PURPOSE: Canada Day is the occasion to celebrate our national day throughout the province. The Manitoba Canada Day Committee, composed of volunteers, coordinates the planning and promotion and deals directly with people organizing activities in their communities. The Secretary of State provides seed-money support. The emphasis is on community participation in events that provide maximum involvement for all. Sports events, parades, picnics, festivals, dances, religious ceremonies, flag-raisings, birthday cakes and fireworks are typical features of July 1, Canada Day.

CONTACT:
Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: (204) 949-3601

PROGRAM: **DISABLED PERSONS PARTICIPATION PROGRAM**

PURPOSE: To support voluntary organizations controlled by disabled and handicapped persons and initiatives designed to encourage their full participation in Canadian society.

WHO MAY APPLY: Non-profit, voluntary organizations controlled by disabled and handicapped persons.

CONTACT:
Disabled Persons Participation Program
Regional Office
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **HUMAN RIGHTS PROGRAM**

PURPOSE: To achieve greater awareness, knowledge and appreciation by Canadians of human rights, fundamental freedoms and related responsibilities; to increase the enjoyment of human rights; and to increase compliance with Canada's domestic and international human rights commitments.

WHO MAY APPLY: Priority is given to human rights and civil liberties associations; however, voluntary and non-governmental organizations which choose to develop a project focusing on the promotion or study of an identified human rights issue may also apply.

CONTACT:
Human Rights Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **MULTICULTURALISM - HERITAGE ENHANCEMENT**

PURPOSE: Ethnocultural heritages are promoted and enhanced as integral and evolving forms of the Canadian experience.

- Assistance to projects which support the development of ethnocultural heritages.
- Strategic assistance to organizations for the development of ethnocultural heritages.
- Assistance to projects which elevate the status of Canada's ethnocultural heritages.
- Initiatives, undertaken by the government, which advocate to enhance the status of ethnocultural heritages.

WHO MAY APPLY: Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they claim to serve.

CONTACT:
Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **MULTICULTURALISM - INTEGRATION**

PURPOSE: Immigrants and members of ethnocultural and racial groups are assisted to function effectively as Canadians.

- Assistance to projects addressing the integration concerns.
- Strategic assistance to communities which provide integration services.
- Strategic assistance to communities in developing their infrastructures.
- Initiatives, undertaken by the government, which advocate for a supportive integration environment.

WHO MAY APPLY: Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they claim to serve.

CONTACT:
Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **MULTICULTURALISM - SOCIETAL ADAPTATION**

PURPOSE: Respect, within Canadian society for the multicultural/multiracial nature of the nation is fostered and, the institutions and decision-making processes have a capacity to serve and to reflect Canadians of all cultures and races;

- Assistance to projects directed at institutional and attitudinal change.
- Strategic assistance to organizations addressing institutional and attitudinal change.
- Initiatives, undertaken by the government, which advocate for institutional change..
- Initiatives, undertaken by the government, which advocate for attitudinal change.

WHO MAY APPLY: Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they claim to serve.

CONTACT:

Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **MULTICULTURALISM - SUPPLEMENTARY SCHOOL ASSISTANCE**

PURPOSE: Heritage languages are preserved through support provided to supplementary schools, run by community organizations.

WHO MAY APPLY: Democratically constituted organizations which have associated themselves voluntarily for a non-profit purpose and are representative of and fully accountable to the ethnocultural group or community they claim to serve.

CONTACT:
Multiculturalism Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Ph: 949-3601

PROGRAM: **NATIVE FRIENDSHIP CENTRE PROGRAM**

PURPOSE: This program's main objective is to assist in the adjustment of migrating native people to life in Canadian society. It contributes to the improvement of the quality of life of Aboriginal (native) peple in an urban environment, by support to self-determined activities which facilitate equal access to opportunities and participation within Canadian society and which respect Native cultural distinctiveness.

WHO MAY APPLY: Native Friendship Centres which have been in operation for a minimum of twelve months after incorporations and the National Associations of Friendship Centres.

CONTACT:
Native Citizens Program Officer
Department of Secretary of State
303 Main Street
Room 201
Winnipeg, Manitoba
R3G 3G7
Phone: 949-3601

PROGRAM: NATIVE SOCIAL AND CULTURAL DEVELOPMENT

SUB-PROGRAM: Native Cultural Development
PURPOSE: Revival and maintenance of native Cultural Heritage. Cultural Development comprises those activities that relate to the revival and maintenance of aspects of traditional cultures and their manifestations in contemporary lifestyles that serve to reinforce the identity of Native people as a Unique people to regenerate pride in Native heritage.

SUB-PROGRAM: Native Social Development
PURPOSE: Increasing effective participation of Native people within both Native and non-Native social organizations. Social development comprises those activities related to increasing participation as well as those activities which have the effect of ameliorating the level and extent of participatory skills.

SUB-PROGRAM: Native Language Retention
PURPOSE: Increasing opportunities for Native people to retain and revitalize their languages. Native language retention comprises those activities that provide constructive opportunities for Canada's Aboriginal people to retain and revitalize their languages and those activities which promote increased knowledge and understanding of Aboriginal history and traditions by:

- improving training opportunities for teachers of Native languages;
- furthering development of Native language curriculum;
- developing written materials in the field of Native languages for use in schools and communities;
- strengthening of cultural identity through improved ability to communicate in Native languages.

WHO MAY APPLY: Aboriginal voluntary groups and/or organizations.

CONTACT:
Native Citizens Program Officer
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3G 3G7
Phone: 949-3601

PROGRAM: **OFFICIAL LANGUAGES COMMUNITIES**

PURPOSE: To encourage and assist official language minorities in establishing and maintaining their institutions, in developing effective organizations and in participating in their language in the social, educational, cultural and economic life of Canadian society.

WHO MAY APPLY: Voluntary Organizations

CONTACT:
Official Language Communities Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **OPEN HOUSE CANADA**

PURPOSE: Provide an opportunity for young Canadians to discover and understand other parts of Canada; to encourage reciprocal exchange visits between groups of youth from different regions of the country.

Project criteria: Groups must be matched with a similar group, for a two-way exchange of at least five days duration.

Both groups must develop a program of learning experiences for the visitors i.e. activities, to increase understanding about the community. Groups must educate themselves with local economic activities, governmental and political structures, history and traditions as well as the geographic and environmental peculiarities and social and cultural composition of their local.

Follow-up activities should be planned with an evaluation process and a publicized report informing the community of the outcome of the exchange.

WHO MAY APPLY: Any groups of 10 - 25 in size, between the ages of 14 - 22 with members who are Canadian citizens or permanent residents.

CONTACT:

Open House Canada
Department of Secretary of State
Ottawa, Ontario
K1A 0M5

Regional Program information may be obtained from:

Regional Office
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **PROMOTION OF OFFICIAL LANGUAGES**

PURPOSE: To promote comprehension and respect for Canada's linguistic duality and to encourage and assist Canadian institutions, businesses and organizations at all levels in developing and providing services in both official languages.

WHO MAY APPLY: Voluntary organizations, and non-federal public sector.

CONTACT:
Promotion of Official Languages Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **VOLUNTARY ACTION PROGRAM**

PURPOSE: To support the development of voluntary organizations undertaking activities to promote increased participation of Canadians and improve community life.

WHO MAY APPLY: Non-profit voluntary organizations with a primary function of promoting the volunteer contribution to the community.

CONTACT:
Voluntary Action Program
Department of Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

PROGRAM: **WOMEN'S PROGRAMS**

PURPOSE: To improve the status and increase participation of women in all aspects of society through support to voluntary organizations:

- Project funding is provided for community education, organizational development, advocacy, workshops, conferences, etc.
- Operational funding is provided for key Status of Women co-ordinating groups.

WHO MAY APPLY:

- Women's voluntary organizations whose primary objective is to improve the status of women.
- Other voluntary organizations working to improve the status of women.
- Status of women committees working within larger organizational structures to improve the status of women.

CONTACT:

Women's Program Officer
Secretary of State
201 - 303 Main Street
Winnipeg, Manitoba
R3C 3G7
Phone: 949-3601

MANITOBA LOTTERY UMBRELLA ORGANIZATIONS

MANITOBA ARTS COUNCIL

PROGRAM: ACCESS

PURPOSE: The ACCESS program is intended to aid existing community organizations in providing development or presentation opportunities to those artists aspiring to participate in the professional milieu.

It is designated for selected target groups which face barriers to full access in the participation of the professional arts: women, ethnocultural minorities, native peoples, artists resident outside the major urban area.

Projects to be supported will be those which:

a) Provide information, guidance and assistance to those who face barriers with reference to participation in professional artistic endeavours, that is, projects which are educational in focus.

b) Provide aspiring artists opportunities to present their work in a professional context.

WHO MAY APPLY: Grants will be provided to community organizations which have been in existence for a minimum of one year prior to the date of application. The organization must demonstrate that one of its mandates is concerned with the arts.

CRITERIA: a) Grants will be provided to organizations which have designed a project which is educational in focus.

Eligible projects are those that:

- have specific short, intermediate and long-term objectives and that indicate how those objectives are to be met;
- have aspiring professionals as the beneficiaries;
- have developed a process to identify the potential beneficiaries;
- use recognized professionals as resource persons;

- demonstrate that appropriate arrangements have been made with arts organizations and institutions which are essential to achieving the objectives of the project;
- outline a budget consistent with the planned activity;
- have developed an evaluation process to determine the progress of the project as this relates to the enunciated objectives.

b) Grants will be provided to organizations concerned with providing opportunities for professional presentations of performing or creative work which does now exist.

- demonstrate that the opportunity provided through this project is not available through existing programs and endeavours in the community;
- have specific objectives and indicate how those objectives are to be met;
- have aspiring professional as beneficiaries;
- have developed a process to identify the potential beneficiaries;
- use recognized professionals as resource persons;
- outline a budget consistent with the planned activity;
- have developed an evaluation process to determine results.

LEVEL OF SUPPORT: The size of the grants awarded will relate to the scope of the project. Council may not be in a position to cover the entire cost and therefore applications are encouraged to seek other sources of assistance as well.

APPLICATION DEADLINE: May 1, September 1, February 1.

REMARKS Applicants who wish to apply to the ACCESS Program are asked to contact the Manitoba Arts Council office to discuss the nature of the project, OR send a brief description of the project and its intent to the Manitoba Arts Council. If it is found appropriate in this program, the approved application form will be sent.

CONTACT:

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

PROGRAM: **ARTISTS IN THE SCHOOLS**

PURPOSE: To place creative and performing artists in rural and urban Manitoba classrooms. The program is designed to broaden and develop the art education program in the schools by bringing together the creative potential of students and the unique energy of artists.

WHO MAY APPLY: Any school in Manitoba - public, private and special can participate.

CRITERIA:

- An application form must be submitted to the Manitoba Arts Council.
- The schools are responsible for paying or purchasing materials required for the program.

LEVEL OF SUPPORT: The Manitoba Arts Council, in cooperation with the Department of Education, assumes the major part of the cost. Schools pay a portion, between $50.00 and $285.00 per day, depending upon the program selected.

APPLICATION DEADLINE: October

CONTACT:

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2978

PROGRAM:	**ARTISTS IN SCHOOLS/COMMUNITIES**
PURPOSE:	This is a program that places artists in rural communities for a two to six-week period. It provides students as well as members of the community with an opportunity to participate in seminars, workshops, and lecture/demonstrations.
WHO MAY APPLY:	The sponsor of the Artists in the Schools/Communities program can be any rural school or rural non-profit community organization which has been in existence for one year or more.
CRITERIA:	- The sponsor is responsible for paying for materials, space rental, promotion and publicity and other costs incurred at the community level.
LEVEL OF SUPPORT:	The artist will be placed in a residency situation for a minimum of two weeks to a maximum of six weeks. Artists are paid by the Manitoba Arts Council and the sponsor is required to pay a fee according to an established fee schedule.
APPLICATION DEADLINE:	October - annually
CONTACT:	Manitoba Arts Council 100 - 93 Lombard Avenue Winnipeg, Manitoba R3B 3B1 Phone: 945-2978

PROGRAM: **ARTVENTURES "A"**

PURPOSE:

- The ArtVentures "A" Program is intended to support innovative projects in the arts designed by organizations, artists or groups of artists.

- The program is designated for developmental and innovative arts projects. Support will be given to projects which explore new directions in the arts; present imaginative arts programs; offer community arts animation projects. The mandate is flexible to allow for the support, on a project basis, of a range of creative ideas designed by the applicants.

WHO MAY APPLY:

- Manitoba organizations whose primary endeavours are in one or more of the arts (dance, music, theatre, literary or visual arts) and which have been in existence for a minimum of one year immediately prior to the date of application.

- Artists who have resided in Manitoba for a minimum of one year prior to the date of application.

CRITERIA:

- explore new directions in the arts or present the arts to the community in an imaginative fashion so as to enhance the public's understanding of the art form;

- identify specifically the beneficiaries of the project;

- have the specific objective of developing and/or presenting Manitoba artists and indicate how the project achieves that objective;

- have an evaluation process to determine the results;

- outline a budget consistent with the planned activities;

The program is not intended to support:

- capital, deficit reduction or fund raising projects;

- projects for which the Manitoba Arts Council or Manitoba Culture, Heritage and Recreation have programs with specific criteria and objectives;

- projects which are part of the regular operations or of the services provided by applying organizations.

LEVEL OF ASSISTANCE: The level of assistance provided will relate to the scope of the project and usually will not exceed $5,000. Applicants are encouraged to seek other souces of funding.

APPLICATION DEADLINE: May 1, September 1, February 1.

REMARKS: Organizations and artists wishing to apply to ArtVentures "A" are asked to contact the Manitoba Arts Council office to discuss the nature of the project, or to send a brief description of the project and its intent to the Manitoba Arts Council. If it is deemed appropriate to fund the project through this program, the approved application form will be forwarded to the applicant.

CONTACT:
Manitoba Arts Council
100-93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

PROGRAM: **ARTVENTURES "B"**

PURPOSE:

- The ArtVentures "B" Program is intended to assist community-based organizations to hire professional artists to work in a concentrated program in the community.
- The program is designated for community projects which involve professional artists and which are developmental in nature. It is not intended that the program be used to provide instructors for programming currently in place nor for short-term workshops.
- Grants awarded to community organizations are usually to assist with artists' fees only. If sufficient justification is provided by the applicant, Council, at its discretion, may consider allowance for extraordinary project costs.

WHO MAY APPLY: Community-based, non-profit organization which has been in existence for a minimum of one year.

CRITERIA: An eligible project is that which:

- is sponsored by a community-based, non-profit organization which has been in existence for a minimum of one year;
- involves a recognized professional artist who has resided in Manitoba for a minimum of one year prior to the date of application;
- has been designed cooperatively by the sponsoring organization and the artist;
- demonstrates that the opportunities provided through the project are not available through existing programs and endeavours in the community;
- enables project participants to explore new directions in a particular discipline.

LEVEL OF ASSISTANCE: The level of assistance will relate to the scope of the project and usually will not exceed $5,000.

APPLICATION DEADLINE: May 1, September 1, February 1.

REMARKS: Organizations which wish to apply to ArtVentures "B" are asked to contact the Manitoba Arts Council office to discuss the nature of the project, OR to send a brief description of the project and its intent to the Manitoba Arts Council. If it is deemed appropriate to fund the project through this program, the approved application form will be sent to the organization.

CONTACT:
Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: (204) 945-2237

PROGRAM: **EXHIBITION ASSISTANCE**

PURPOSE: To encourage the organization and presentations of work by Manitoba artists.

WHO MAY APPLY: An incorporated non-profit organization located in Manitoba.

CRITERIA: There are three areas in this program:

- In-House Exhibitions
- Juried Shows
- Special Exhibitions

The organization should have as its primary purpose or as one of its ongoing programs the presentation of exhibitions of art accessible to the general public.

LEVEL OF SUPPORT: The amount of the grant will be determined on the basis of eligible costs and the availability of funds.

APPLICATION DEADLINE: January 1, May 1, September 1.

CONTACT:
Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-4537

PROGRAM: **GAMING FUND COMMISSION**

PURPOSE: The Manitoba Arts Gaming Fund Commission has been established to recommend the distribution of a designated portion of gaming revenues, allocation of casino participation and bingo licences accruing to the arts umbrella co-ordinating organization.

Requests will be received for assistance toward:

- operating requirements;
- special needs, including deficit reduction, capital expenditures, special or extraordinary projects, touring;
- creative endeavours relating to Manitoba art and artists and reflecting this region.

WHO MAY APPLY: Organizations eligible to participate in the Commission are those:

- not-for-profit professional arts organizations and province-wide community arts associations
- that have been incorporated or have been registered in Manitoba for a minimum of two years;
- that have a charitable tax number, if applicable.

Groups not fulfilling the above criteria may be eligible to apply if they are active professional performing or presenting groups, or are serving the professional development of art or artists. Arts groups which are affiliated with an arts organization or institution but which may not be separately incorporated will be considered as part of the application of the parent body.

The Commission may:

- Recommend a cash award to an organization;
- Recommend an organization to be awarded a bingo license and receive a specific number of events;
- Recommend an organization participate in a casino event;
- Recommend a combination of the above;

The Manitoba Arts Gaming Fund Commission will evaluate the request according to these basic guidelines:

1. The size of the organization and the scope of its endeavour will be taken into account. The community support the organization receives as reflected by revenue received excluding public grants and box office income will also be considered. Financial information from the past two years will be used to examine these factors.
2. The special or extraordinary nature of a project or activity for which assistance is sought.
3. The contribution an activity for which support is requested makes to the culture of this region. The development of creative work by Manitobans, the presentation of work reflecting this region and the employment of Manitoba artists are considered a priority.

APPLICATION DEADLINE: One application deadline, annually January 2nd.

Applications will be considered on the basis of the need of the organization and on the ability of the organization to make effective use of the funds available.

Generally applicants will be advised of a decision within 2 months of the date of application.

CONTACT:

Manitoba Arts Gaming Fund Commission
100 - 93 Lombard
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

PROGRAM: **PUBLIC READINGS BY MANITOBA WRITERS**

PURPOSE: To increase the public's awareness of and appreciation for the work of Manitoba Writers of fiction, poetry and dramas, and to provide opportunities for the writers to reach a wider audience.

WHO MAY APPLY: Manitoba community organizations concerned with the writing, publication and readings of work by contemporary Manitoba writers, and having a mandate to encourage such activities. Schools are ineligible for this program but may apply through the Artists in the Schools program, Readings by Canadian Writers section.

CRITERIA: Writers:

1) Must be residents of Manitoba;
2) Must be writers of fiction, poetry, or drama;
3) Must have been professionally published, either in book form or in periodicals and journals. In the latter case, a number of works should have been published, to indicate that the writer has begun to establish a professional reputation.

To qualify for support through this program the events must be open to the general public. Readings may be free of charge; however, an entry fee may be charged should the host organization wish to do so.

LEVEL OF ASSISTANCE:

- The program provides assistance for approved readings and readings' series. The support consists of a $150.00 fee per reading. Where more than one writer is involved in a reading, the fee is to be shared.
- For a readings' series the Manitoba Arts Council may provide a small amount to cover incidental costs.

APPLICATION DEADLINE: For single events the application should be submitted to the Council a minimum of six weeks prior to the planned date of the reading. Applications for a series of readings should be submitted to allow for a minimum of two months processing time.

REMARKS:

- The organization must outline the anticipated income and expenditures for the event.
- The Manitoba Arts Council has information on file on many published Manitoba writers and will not normally require the applicant to provide background information on their training and accomplishments. In the event that Council's information on the writer is inadequate, it will be requested.
- Sponsors may wish to contact provincial and national writers' groups for information on writers.
- Applicants are encouraged to contact the Manitoba Arts Council prior to completing the application to discuss the project, potential writers available and eligible, and for clarification of any aspect of the program.
- The organization will be advised of the decision of the Council. The payment will be made upon receipt of a report submitted at the conclusion of the event. The organization is responsible for paying the writer and any incidental costs associated with the event.

CONTACT:

Manitoba Arts Council
100 - 93 Lombard Avenue
Winnipeg, Manitoba
R3B 3B1
Phone: 945-2237

MANITOBA COMMUNITY SERVICES COUNCIL

PROGRAM: **MANITOBA COMMUNITY SERVICES COUNCIL FUNDING**

PURPOSE: To allocate funds and/or gaming dates/events to Manitoba organizations qualifying as participants in the Community services umbrella.

WHO MAY APPLY: Non-profit organization qualifying as participants in the Community Services umbrella.

CRITERIA: The organization applying must be a non-profit body which seeks funds for a purpose deemed by the Council to be a Community Service serving more of the community than the self interest of the organization's Board of Directors.

- Its management must be directed by a duly constituted board of volunteers which assumes accountability to the community and meets at least four times a year. The board shall serve without remuneration.
- It must have a plan of organization, develop an annual budget and operate on a sound financial basis, maintain an adequate system of records and reports and publish an annual financial report which has been audited by an accountant or other Board member(s).
- It must make effective use of volunteers wherever possible.
- If it employs staff, they must be qualified by training and/or experience.

LEVEL OF ASSISTANCE: There is no specific amount, it varies according to the proposed project. Grants may be approved at a level lower than that requested or approval may be given for only a specific part of the request.

APPLICATION DEADLINE: On-going depending on availability of funds.

CONTACT:
Manitoba Community Services Council
c/o Elaine Taylor
3rd Floor, #5 Donald Street
Winnipeg, Manitoba
R3L 2T4

MANITOBA HERITAGE FEDERATION

PROGRAM: **MANITOBA HERITAGE FEDERATION**

PURPOSE: The purpose of the grant program is to assist with promoting, encouraging, developing and preserving the heritage of Manitoba.

WHO MAY APPLY: Persons or non-profit organizations based in Manitoba.

CRITERIA:

- Meet the objectives of the Manitoba Heritage Federation.
- demonstrate the capacity for planning, budgeting and implementing the project to the satisfaction of the Manitoba Heritage Federation.
- in case of an organization, be directed by a duly constituted Board of volunteers which assumes accountability to a membership and meets at least annually.
- in case of a person or persons, be sponsored by an oragnization which meets the approval of the Manitoba Heritage Federation.
- have a plan or organization, develop an annual budget, operate on a sound financial basis, maintain an adequate system of records and reports, and prepare an annual financial report.

LEVEL OF ASSISTANCE: The amount of support will be based on the availability of funds and the recognized needs of the applicant. After ascertaining that the request meets the above criteria, support for approved activities will be provided from the funds available.

APPLICATION DEADLINE: There will be one application deadline, February 1st.

CONTACT:

Manitoba Heritage Federation Inc.
434 - 167 Lombard Ave.
Winnipeg, Manitoba
R3B 0T6
Phone: 943-4568

MANITOBA INTERCULTURAL COUNCIL

PROGRAM: ETHNOCULTURAL COMMUNITY SUPPORT FUND

PURPOSE: All Activities by an eligible organization, subject to the exclusions noted, which are of benefit to the organization, to the ethnocultural community, or to the wider community will be considered for support.

Applications may be made for special projects, operating funding or capitol projects.

WHO MAY APPLY: In order to apply to the Ethnocultural Community Support Fund, an organization must:

- be a non-profit community-based ethnocultural organization or a non-profit organization composed and serving two or more ethnocultural groups.
- be incorporated under provincial or federal laws if the annual operating budget exceeds $40,000.00.
- have been in existence at least one year.
- have a constitution and by-laws or articles of incorporation clearly defining the nature, objectives and tasks of the organization.
- be directed by a duly constituted Board of Directors or Executive accountable to membership that meets four (4) times a year and serves without remuneration.
- have a plan of organization, develop an annual budget, operate on a sound financial basis, maintain an adequate system of records and reports, and publish an audited or certified financial report.

Priority will be given to:

a. Manitoba-based activities of an intercultural nature;

b. upgrading of technical, administrative and management skills of volunteers, members and staff;

c. community and organization development strategies;

Particular consideration will be given to organizations located 75 or more kilometres from Winnipeg.

EXCLUSIONS:

- religious institutes (churches, synagogues, temples, etc.)
- national organizations;
- organizations whose guiding objectives are political/ ideological;
- Provincial and Federal departments and Crown agencies.

LEVEL OF ASSISTANCE:

All allocations are on a one-time basis with no guarantee of future funding. The Community Resources Allocation committee will provide up to 50% of the eligible budget submitted. Funds are provided through awarding of bingo events, shares in the Multicultural Casino, a cash award or combination of the above.

Special Projects

A special project is an activity of a non-recurring nature. A description of the project detailing objectives, time frame and budget should be submitted along with letter of endorsement from participating organizations.

LEVEL OF SUPPORT:

Applications for assistance must be received prior to the start of the activity.

The balance of the allocation will be disbursed following receipt of an audited or certified true financial statement and a satisfactory evaluation report of the event.

The balance of the allocation may be forfeited if the additional information is not received within 60 days of the project completion.

LEVEL OF SUPPORT:

Operational Funding:

Up to 75% of the allocation may be disbursed in adance.

The balance of the allocation will be be disbursed upon receipt of th next semi-annual financial statement and evalation that the funds are being used as approved.

The organization's annual reports must be filed with the Manitoba Intercultural Council for the year in which the allocation was made.

The balance of the allocation may be forfeited if the financial and evaluation information is not received within 60 days of the semi-annual financial statement.

Capital Projects:

Eligible organizations may apply for funds to purchase materials and for the renovation, the purchase or construction of a facility.

Applicants requesting assistance for the purchase of materials must describe the nature of the material, their purpose and submit at least two competitive quotes where possible.

Applicants requesting assistance for renovation of a facility must submit:

- estimates from at least two contractors
- copies of all titles and/or mortgage agreements
- evidence of the organization's ability to complete the project

Applicants requesting assistance for the purchase of a facility must submit:

- a copy of the legal description of the property
- a copy of the signed agreement to purchase

Applicants requesting assistance for the construction of a facility must submit:

- a copy of the legal description of the property
- estimates for at least two contractors

LEVEL OF SUPPORT:

Up to 75% of the allocation of capitol projects may be disbursed in advance.

The balance will be disbursed on the basis of:

- a cash flow statement

- receipt of satisfactory evidence that the organization has already expended an amount equal to the total allocation

- the cash flow and evidence of expenditures must be received within 6 months of the notification of the allocation.

Failure to comply with this condition may result in termination of the allocation, in which event the organization must refund to the Ethnocultural Community Support Fund all monies previously disbursed.

APPLICATION DEADLINE: Application forms must be received by the Ethnocultural Community Support Fund by April 30th, August 31st and December 31st.

CONTACT:
Ethnocultural Community Support Fund
Manitoba Intercultural Council
500 - 283 Bannatyne Avenue
Winnipeg, Manitoba
R3B 3B2
Phone: 945-4576
Toll free at 1-800-282-8069

OTHER GRANTING ORGANIZATIONS

MANITOBA ATHLETIC THERAPY ASSOCIATION

PROGRAM: **ATHLETIC THERAPY LEVELS PROGRAM**
LEVEL 1, 2, 3.

PURPOSE: This is a progressive program in prevention and care of sports injuries to satisfy the growing need for skilled individuals with a better understanding of the prevention and proper treatment of sport injuries. The Athletic Therapy Levels program is aimed at developing an awareness of sports injuries in individuals that will be responsible for the health of athletes during completition and to prepare them to accept the responsibilities of the team's athletic therapy requirements.

WHO MAY APPLY: Anyone working with individuals or groups in the area of physical activity will benefit from completing the Athletic Therapy levels program. (Coaches, parents, teachers, fitness instructors).

CRITERIA: Any community is eligible to apply to host the Athletic Therapy Levels programs. You must be able to ensure a facility to house the clinic and the minimum number of participants.

LEVEL OF SUPPORT: Cost of the instructors, rental of the facility and the resource material will be provided by the Sports Directorate. Cost per person will be assessed as follows: Level 1: $15; Level 2: $30; Level 3: $30/Module.

APPLICATION DEADLINE: On-going program.

REMARKS: The levels deal with the following information.

Level 1: Essential preventative techniques and immediate first-aid procedures.

Level 2: Basic conditioning, theories, injury identification, use of heat and cold, specific strapping techniques, emergency procedures. Course includes gross anatomy, mechanisms of injury, field assessment and immediate care, introduction to rehabilitation, conditioning techniques, strapping techniques.

Level 3: Develop individuals with more detailed understanding of anatomy, mechanism of injury, basic assessment and rehabilitation including individuals aspiring to be in charge of a teams athletic therapy requirements.

CONTACT:

Manitoba Athletic Therapy Association
c/o Shawnee Scatliff
University of Winnipeg Recreation & Athletics
515 Portage Avenue
Winnipeg, Manitoba
R3B 2E9
Phone: 786-9250

PROGRAM: MANITOBA ATHLETIC THERAPISTS ASSOCIATION SPECIAL EVENTS VEHICLE

PURPOSE: This vehicle is an on-site work station to provide athletic first aid services to sports events held in Manitoba.

WHO MAY APPLY: Any amateur sports group who is hosting a national, provincial, regional or community sporting event.

CRITERIA: The vehicle shall be provided to sporting event on the following priority basis:

a) National Championship
b) Provincial Playoffs/Championships
c) Regional Playoffs/Championships
d) Tournaments
e) League Games

In the event of conflict, priority will be given to those events whose inherent nature for injury put the athletes at greater risk, and/or to the events having the greater number of participants.

LEVEL OF SUPPORT: Support from the Manitoba Lotteries Foundation has allowed us to provide this vehicle at no cost. There will however be a charge for any first aid supplies consumed during the event. Honorariums to the first aid personnel are expected and should be arranged with the M.A.T.A. prior to the event.

APPLICATION DEADLINE: The program is on-going. To ensure bookings applications should be made at least 4-6 weeks in advance. This allows time to arrange qualified people to attend the van.

CONTACT: For further information and van application forms contact:

Shawnee Scatliff
Manitoba Athletic Therapists Assoc.
515 Portage Avenue
Winnipeg, Manitoba
R3B 2E9
Phone: 786-9250

MANITOBA HABITAT HERITAGE CORPORATION

PROGRAM: **MANITOBA HABITAT HERITAGE PROGRAM**

PURPOSE: Conservation, restoration and enhancement of Manitoba fish and wildlife habitat through land acquisition, habitat protection agreements, (leases) and habitat development. The Manitoba Habitat Heritage Corporation, a non-profit organization, is funded by a grant from the Department of Natural Resources and is set up to accept private donations.

WHO MAY APPLY: Individuals, community groups, fish and game clubs, naturalists groups, schools and municipalities interested in conservation of Manitoba fish and wildlife habitats.

CRITERIA: FISH HABITAT

Projects to improve fish habitat and fish populations may include:

- aeration of lakes
- regulating levels of lakes and reservoirs
- construction of walleye rearing ponds
- construction of fish ladders
- removal of barriers to historic spawning areas
- habitat rehabilitation or improvement to streams and lakes
- purchase or leasing land to guarantee stream bank protection against erosion

WILDLIFE HABITAT

Wildlife habitat may be preserved through:

- purchase of strategic parcels of land
- initiating habitat protection agreements with land owners to maintain valuable habitat
- forage food plots on forested areas
- construction of small dams and dikes
- provision of water sites
- planting shelterbelts

LEVEL OF ASSISTANCE: Provincial Fish and Wildlife staff will provide expertise. Cooperating groups or individuals may be expected to contribute time and/or labor, and/or monetary assistance.

A project proposal should include the purpose of the project, a description of the work to be undertaken, an estimate of costs and a statement of the anticipated project.

APPLICATION DEADLINE: on-going

CONTACT:

Manitoba Habitat Heritage Corporation
Box 41
1495 St. James Street
Winnipeg, Manitoba
R3H 0W9
Phone: 945-7760 (Wildlife)
945-7794 (Fisheries)

CANADIAN CENTRE FOR PHILANTHROPY

PROGRAM: THE CANADIAN CENTRE OF PHILANTHROPY (MANITOBA)

PURPOSE: The Centre is a charitable organization established in 1980 to broaden the base of volunteer and financial support of charitable activity in Canada.

The goal is to encourage philanthropy in Canada by:

1) collecting and disseminating information
2) generating research and publications
3) training and developing skills
4) informing the public and the government about the role and importance of philanthropy.

REMARKS: A resource library of books, tapes, periodicals, vertical, files and journals is open to the public 10 A.M.-4 P.M. - Mon. to Fri. (located at Volunteer Centre). Conferences, forums, orientation sessions, seminars are also available throughout the year.

CONTACT: Susan LaBossiere (Manitoba Coordinator)
The Canadian Centre for Philanthropy (Manitoba)
c/o The Volunteer Centre of Winnipeg
5 Donald Street South, 3rd Floor
Winnipeg, Manitoba
R3L 2T4
Phone: (204) 477-5180

CANADIAN FITNESS AND LIFESTYLE RESEARCH INSTITUTE

PROGRAM: Canadian Fitness and Lifestyle Research Institute offers a RESEARCH CONTRIBUTIONS PROGRAM

The Institute is a private non-profit incorporated organization funded by Fitness Canada.

PURPOSE: To facilitate and support the development and dissemination of knowledge concerning physical fitness and lifestyle.

WHO MAY APPLY: Any qualified researcher or group of researchers within Canada. This includes universities, colleges, national, provincial or municipal associations, agencies or institutions, research groups or individuals.

CRITERIA: In all cases, a qualified researcher must be designated as the principal investigator who will be responsible for the project.

In addition, a suitable agency must be designated responsible for the financial administration of the project.

Applicants should present a concise proposal that includes a detailed and orderly plan for accomplishing the research.

LEVEL OF ASSISTANCE: $250,000.00 has been set aside to support projects that are relevant and scientifically sound.

Funds can only be used for the purposes described in an approved funding arrangement; since payments are conditional on satisfactory performance. Statements of expenditures, progress reports and a final report must be submitted in accordance with stated requirements.

Funding support may be for a maximum of 3 years. Second and third funding subject to meeting the above reporting criteria.

APPLICATION DEADLINE: Applications must be received by January 15th, 1987. Application forms will be distributed in late October to research administration offices and departments, schools or faculties of physical education and recreation of all Canadian universities.

CONTACT:

Canadian Fitness and Lifestyle Research Institute
200 - 47 Clarence Street
Ottawa, Ontario
K1N 9K1
Phone: 1-613-236-0173

Contact Person: Dr. Blake Ferris

FOUNDATIONS

PROGRAM: **MURPHY FOUNDATION INCORPORATED**

Suite 919 - 167 Lombard Avenue
Winnipeg, Manitoba
R3B 0V3
Telephone (204) 942-5281

CRITERIA:

- The applicant must be a registered charitable organization.
- Generally, the funds requested should be for projects relating to medical research, education, wildlife preservation, and wildfowl research and management.
- The projects should be Manitoba-oriented.
- The projects should be in the early stages of development and require financial assistance to get them started.
- Established projects or those requiring continuous support will generally not be considered.
- The board meets annually in December to consider any application for grants.
- Annual reports are not available.

OFFICES:

J.W. Burns, President
M. Nan Mason, Vice-President
E.C. Fenton, Secretary
I. Dyregrov, Assistant Secretary

CONTACT: Send correspondence to I. Dyregrov, Assistant Secretary.

* Applications for grants are to be submitted in septuple.

SERVICE CLUBS

There are various service clubs presently located in your community. Their main objective is to raise funds for worthwhile projects. If you require assistance with a program or project in your community these groups may be an invaluable resource. Some of these clubs are:

- Benevolent and Protective Order of Elks of Canada
- Fraternal Order of Eagles
- I.O.D.E.
- Jaycees
- Kinsmen
- Kiwanis
- Shriners
- Knights of Columbus
- Lions
- Masons
- Independent Order of Odd Fellows
- Optimistic International
- Order of the Eastern Star
- Order of the Royal Purple
- Quota Club
- Rebekah Assembly of Manitoba
- Rotary Club
- Royal Canadian Legion
- Salvation Army
- Sertoma Club

SILVERWOOD 1986 CLIP FOR CASH

PROGRAM: 1986 SILVERWOOD CLIP FOR CASH PROGRAM

PURPOSE: Community clubs can fundraise by collecting and redeeming product seals for cash. In addition various bonus programmes are available as incentive to clubs which collect the highest number of seals per quarter. (March, June, September).

WHO MAY APPLY: Recognized community clubs in Manitoba

CRITERIA:

- limit to 1 community club/town
- must have open membership to community-private organizations not eligible.

LEVEL OF SUPPORT:

Each Silverwood seal is worth $0.01. This year over 19 million seals have been printed worth $190,000.00. Examples of redeeming value:

Size	# of Seals
4 L Bag	5
2 L Carton	2
250 ml, 500 ml, 1 L. carton	1

At the end of each quarter (March, June, September) Auld Dairies will award cash prizes to the three clubs collecting the most seals.

1st: $1,000.00
2nd: 500.00
3rd: 250.00

At the end of the year, grand prizes will be awarded to the top 3 clubs.

1st: $2,000.00
2nd: 1,000.00
3rd: 500.00

All community clubs registered in the program will receive seals when the Blue Bombers score:

Touchdown	100 seals
Field Goal	50 seals

At a special Winnipeg Jets game, "scratch and win" cards will net seals for your community club.

Some other promotions available are:

- Silverwood 13 CFRW community caravan
- 13 CFRW on-air promotional support of community events via community calendars
- special plaques
- news releases of clubs winning quarterly
- pep rallies and bonus prizes of $1,300.00/quarter to clubs collecting the most seals.

APPLICATION DEADLINE: on-going. Details of 1987 programme to be announced December 14th, 1986.

CONTACT: Your local community club president
OR
Silverwood Community Clip for Cash
1525 Buffalo Place
Winnipeg, Manitoba
R3T 3Y3
Phone: (204) 452-7718

TELEGLOBE CANADA

PROGRAM: DONATIONS COMMITTEE

PURPOSE: To provide funds to registered charitable organizations to assist them in carrying out activities related to their organizational objectives.

GRANT CRITERIA: Groups applying for the first time must provide a statement outlining the objectives of the program to be funded and the purpose of their organization, as well as a financial report.

SUPPORT:

- Assistance will be dependent on the project submitted.
- Funds are limited to the amount of $1,000.00 per applicant. Applicants may re-submit requests for additional support annually.

WHO MAY APPLY: Various non-profit groups (such as artistic groups, universities, health and welfare organizations, community and recreational centres, etc.) which have a Revenue Canada charitable registration number.

APPLICATION DEADLINE: Ongoing

The Donations Committee meets once every two months to decide on recipients of available funds.

CONTACT:

Mme. Jocelyne Valiquette
Secretary, Donations Committee
Public Relations
Téléglobe Canada
680 Sherbrooke Street West
Montreal, Quebec
H3A 2S4
Phone: (514) 289-7213

UNIVERSITY OF MANITOBA

PROGRAM: FIELD PLACEMENT

PURPOSE:

- To expose the student to a realistic job setting which gives some clear expectations about the nature of entry-level positions in leisure services, and the nature of the functioning of a leisure service agency.

- To allow the practitioner the opportunity to make an important contribution to the education of future professionals; this in turn ultimately enhances the entire leisure service field.

CRITERIA: A detailed description must be submitted outlining the major components of the placement, including:

- hours of involvement;
- location of work place;
- daily expectations and responsibilities;
- supervisory relationship(s);
- special projects or assignments; and
- detailed job description.

SUPPORT: A third year student from the Bachelor of Recreation Studies program will work for a fourteen week period of full time work. The placement will take place from January to end of March.

WHO MAY APPLY: An agency, municipal or provincial government department or private business whose primary focus is the field of recreation.

APPLICATION DEADLINE: Applications must be submitted by August.

CONTACT:

Recreation Student Field Work
c/o Jack Lewis
Faculty of Physical Education and Recreation Studies
Room 114, Frank Kennedy Building
University of Manitoba
Winnipeg, Manitoba
R3T 2N2
Phone: 474-8762

WILDLIFE HABITAT CANADA

PROGRAM: WILDLIFE HABITAT CANADA

PURPOSE: The purpose of the program is to fund projects to align agencies and create new techniques in habitat planning, rehabilitation and protection or development.

WHO MAY APPLY: Individuals, Non-Government organizations, Government agencies and private business organizations.

CRITERIA: Types of potential proposals could include:

1) landowner agreements
2) habitat rehabilitation and improvement
3) habitat management studies
4) investigation of land tax rebate or income tax relief
5) means of increasing public awareness of wildlife habitat issues
6) habitat acquisition

Ten (10) copies of your proposal should be submitted.

Guidelines for submissions are available.

LEVEL OF ASSISTANCE:

- In 1986/87 approximately $4,000,000 will be available for habitat projects in cooperation with a wide variety of agencies across Canada.
- Will fund up to a maximum of 50% of the total cost.
- Submissions should include comments from relevant government agencies and funding from additional sources.

APPLICATION DEADLINE: Proposals will be reviewed and submitted on a biannual basis by April 1 and October 1.

CONTACT:

Amanda Jones, Program Officer
Wildlife Habitat Canada
Suite 301, 1704 Carling Avenue
Ottawa, Ontario
K2A 1C7
Phone: 1-613-722-2090

DEPARTMENT OF CULTURE, HERITAGE AND RECREATION

PROGRAM: ____

OFFERED BY: ____

DESCRIPTION OF PROGRAM: ______________________________

____

____

____

____

CONTACT: NAME: ______________________

ADDRESS: ______________________

____

PHONE: ______________________

PLEASE RETURN TO: Donna Ghidoni
Manitoba Culture, Heritage and Recreation
Recreation Branch
8th Floor, 177 Lombard
Winnipeg, Manitoba
R3B 0W5

Phone: 945-4401